



NORTH CAROLINA COMMUNITY COLLEGE CAPITAL IMPROVEMENT PROJECTS.

MANAGING COMMUNITY
COLLEGE PROJECTS IN THE
SCO INTERSCOPE SYSTEM.

ESTABLISHING A
PROJECT/CLOSE OUT



Index



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Welcome to InterScope+

Version: 2020-01.0324

Please Logon

User Name:
Password:

Logon

[Download New Logon Request Form \(Agencies\)](#)

[Download New Logon Request Form \(Universities\)](#)

[Download New Logon Request Form \(Community Colleges\)](#)

[Designer and Contractor New Logon Requests](#)

[Forgot Password or User Name](#)

Please enter your Username and Password

CONTACT ADMINISTRATOR

Copyright ©

State of North Carolina

Do you have a user logon and password to logon to the Interscope System?

If not, it's easy. Go to this url...

<https://www.interscope.nc.gov/Interscope/Logon.aspx>

and select the form for community colleges, fill out the form and then click on "Contact Administrator" attaching form to the email and send. You should have a username and password within the next 24 hours.

There is an Interscope training system available to help you become better acquainted with the system. The "TRAIN" system allows you to assign project funds and work with multiple types of informal projects in depth. The "TRAIN" system is for you to test out features, radio buttons and familiarize yourself with this Multi-TAB system. Go to this url...

<https://www.interscope.nc.gov/Interscopetrain/Logon.aspx>
("train" is the only word added to the LIVE systems url.)



Establishing
Performance
Measurement
Baseline

Establishing a Project in the Interscope System

Major project $> \$500,000$ or a Minor project $\leq \$500,000$ with one state dollar, requires a NCCCS 3-1 form.

Needed: NCCCS 3-1 Form, approved by the following –

- President
- BOT
- NCCCS State Board

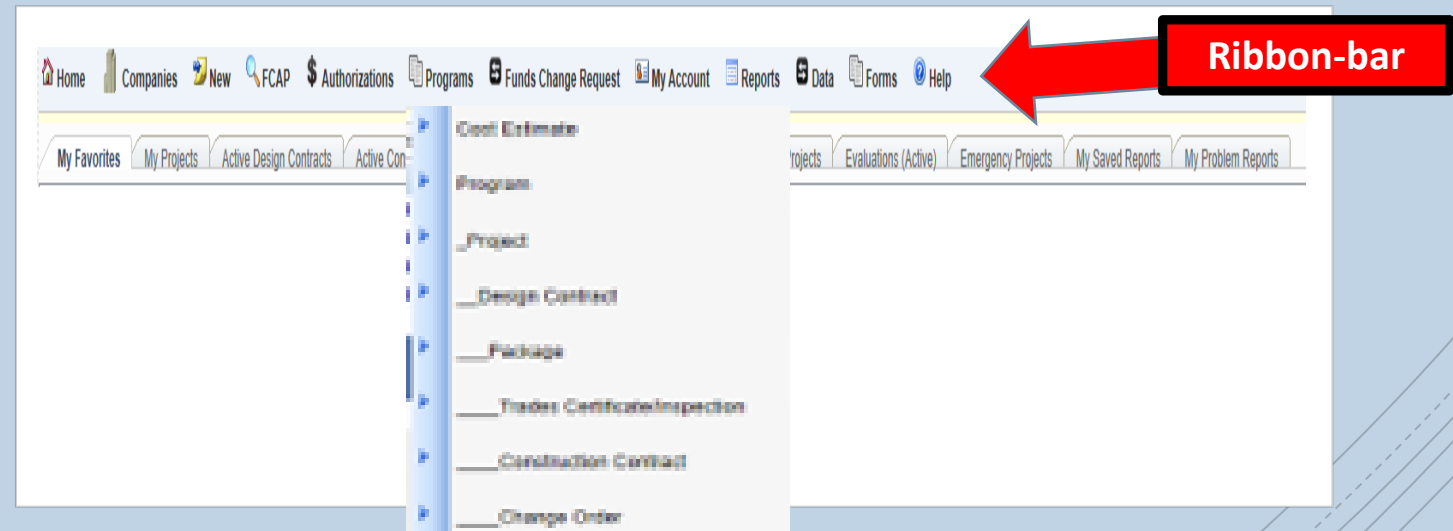
Once your project receives all documentation and proper approvals the Capital NCCCS Finance and Planning Team will set up the colleges Authorization, Program and Project.

If your college has a capital improvement project $> \$30,000$ but less, then $\$500,000$ composed of all non-state funds, your project is not required to send in a NCCCS 3-1 form. The college is required to add the minor project, under the HUB Participation Program within the Interscope System to meet all HUB Capital Improvement reporting requirements.



Navigating through the Interscope System

- Please take the time to familiarize yourself with the “ribbon-bar” located at the top of the page. A good place to start is by clicking on the “HOME” page.
- Move the cursor over each “Radio button” and hold over “Programs” a menu drop down appears giving you multiple choices.



Definitions

Authorization

[Authorization Item Summary](#)

[Authorization Item Detail](#)

[Program Allocation](#)

[Audit Trail - Authorized](#)

[Audit Trail - Allocated](#)

[Uploads](#)

[Comments](#)

Authorization: Approval by the relevant State governing body(ies) (legislature, OSBM, NCCCS State Board, UNC Board of Governors.) It includes title, description/scope, amount, funding type (general fund, non-general fund, state debt, non-state debt, R&R, R&R debt), budget code, item, center, and date.

Program

[Program](#)

[Program Funding](#)

[Projects](#)

[Assign Amounts to Projects](#)

[Program Closeout](#)

Program: A collection of one or more funding sources for a single project. The program serves as a “bucket” for funds from different authorizations that can then be assigned to projects as needed.

Project

Project

Cost Estimate

Project Type

Funds Assigned

Financial Worksheet

Contracts

Primavera Link

Milestones

Closeout Project

Evaluations

Project: A project is typically any work requiring a design and construction contract and may involve construction or renovation of a single building or repairs and renovations. Project IDs are generated and assigned by the system. Projects must be created in the Program from which they will be funded. NCCCS Project Numbers are entered in the field labeled “Agency Project Code.”

Designer

Detail

Contract Scope and Fees

Breakdowns

Amendments

Consultants

Packages

Evaluations

Milestones

Designer: A designer is one who creates and often executes plans for a capital improvement project or structure and oversees the construction of buildings and in some cases supervises.

Package

Detail

Plan Reviews

Construction Contracts

Monthly Progress

Weekly Inspection

Trades Certificates and Inspections

Construction Closeout

Evaluations

Milestones

Package: A “process container” for a construction project within the Interscope system which provides a place to record detailed information captured during design review, bidding, award, and the construction administration phases of a construction project.

Construction Contracts

Construction Contract Detail

Bid Items

HUB Good-Faith Efforts

HUB Participation

Change Orders

Evaluations

Milestones

Construction Contract: Is a legally binding agreement between the owner and contractor based on work, price and conditions recorded in document form.

Establishing a Capital Improvement Project in the Interscope System.

If the college prepares and emails a NCCCS 3-1 form to the System office for consideration to go before the State Board for approval, then the System Office will set-up the colleges project in the Interscope System. If the project is \leq \$500,000 composed of all non-state funds, the college will setup their minor project in the SCO Interscope System under the Program labeled “HUB Participation Only.”

NOTE: Keep in mind the Interscope System will alert you to actions that must be performed to complete action steps.

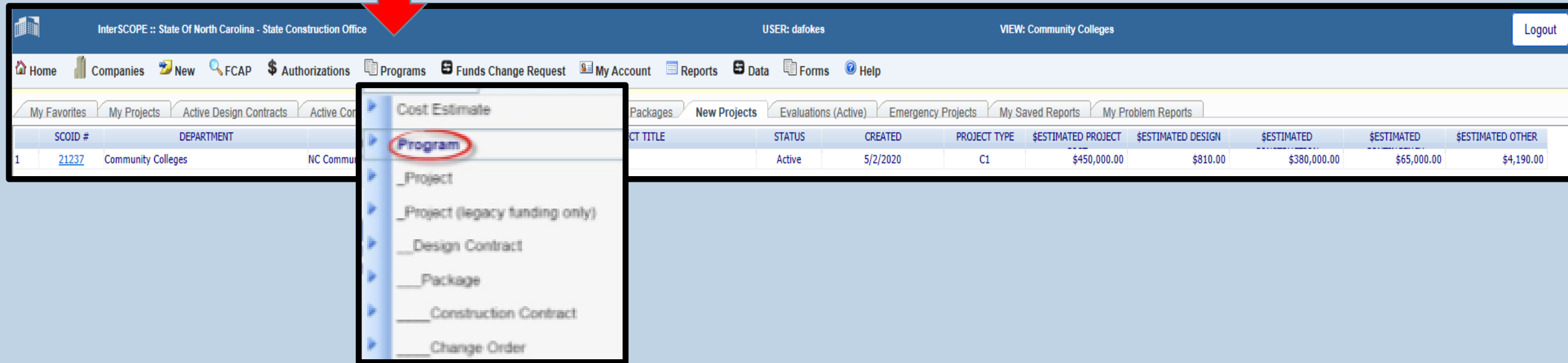
Let's get started adding a project.

Minor/Informal project \leq \$500,000 composed of all non-state funds.



Go to the “Ribbon,” hover over the Program, a drop-down menu will appear.

Example below; Clicking on “Program,” the drop-down menu gives you six choices to choose from, allowing you quick access to other files. Click on “Program.”



The screenshot shows the InterSCOPE application interface. The top navigation bar includes the title "InterSCOPE :: State Of North Carolina - State Construction Office", user information "USER: dafokes", view information "VIEW: Community Colleges", and a "Logout" button. Below the navigation bar is a ribbon menu with tabs for "Home", "Companies", "New", "FCAP", "Authorizations", "Programs", "Funds Change Request", "My Account", "Reports", "Data", "Forms", and "Help". The "Programs" tab is active, and a dropdown menu is open, showing options: "Cost Estimate", "Program" (circled in red), "_Project", "_Project (legacy funding only)", "__Design Contract", "__Package", "__Construction Contract", and "__Change Order".

PROJECT TITLE	STATUS	CREATED	PROJECT TYPE	\$ESTIMATED PROJECT	\$ESTIMATED DESIGN	\$ESTIMATED	\$ESTIMATED	\$ESTIMATED OTHER
	Active	5/2/2020	C1	\$450,000.00	\$810.00	\$380,000.00	\$65,000.00	\$4,190.00

Click on "SELECT" once you have located the Program Name labeled "HUB Participation – Only."

Home Companies New FCAP Authorizations Programs Funds Change Request My Account Reports Data Forms Help

Program Search

Department: = Community Colleges
Institution/Agency: = NC Community Colleges
Fiscal Year: = 2015 - 2016
Program ID: =
Program Name: Like
Available to Transfer: =

Alternate Name: Like
Budget Code: Like
Budget Item: Like
NCAS Center: Like
Status: = Active

Search Done Reset Add a New Program

SL No.	Institution / Agency	Program ID	Program Name	Alternate Name	Status	Funded By C-I-C	Authorized Amount	Assigned To Projects	Avail to Assign
1	SELECT NC Community Colleges	12338	HUB Participation - Only		ACTIVE		\$0.00	\$0.00	\$0.00
2	SELECT NC Community Colleges	15634	NCCCS Live July 2015		ACTIVE	80Jul-80July2015	\$2,000,000.00	\$450,000.00	\$1,550,000.00

Click on "Projects" tab.

Home Companies New FCAP Authorizations Programs Funds Change Request My Account Reports Data Forms Help

Program #: 12338 - NC Community Colleges - HUB Participation - Only

Program Program Funding Projects Assign Amounts to Projects Program Closeout

Department: Community Colleges
Agency: NC Community Colleges
Fiscal Year: 2015 - 2016
Program ID: 12338

Program Name: HUB Participation - Only
Alternate Name:
Status: Active
Remarks: HUB Participation - Only

Uploads Comments Program Managers

Delete?	Date	Type	File Name	Description	Uploaded By
0 found					

5/2/2020 10:34:48 PM [1588471865005] InterscopePlus 2020-01.0430 Copyright © 2020 - State of North Carolina : Department of Administration : State Construction Office Report a Problem Upload Files

Click on "Add Project."

InterSCOPE :: State Of North Carolina - State Construction Office

USER: dafokes VIEW: Community Colleges Logout

Home Companies New FCAP Authorizations Programs Funds Change Request My Account Reports Data Forms Help

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only

Program Program Funding **Projects** Assign Amounts to Projects Program Closeout

Close

SL No.	Project ID	Agency Project Code	Project Title	Status	Estimated Cost	Estimated Need	Hub Only
Total					\$0.00		

0 Projects found

Close

Uploads Comments Program Managers

Delete?	Date	Type	File Name	Description	Uploaded By
0 found					

Upload Files

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NORTH CAROLINA COMMUNITY COLLEGE SYSTEM

CAPITAL IMPROVEMENT PROJECT APPROVAL

New Project Amended Project Final – Project Close Out
Select appropriate submission

College Community College Name

Project Name Technology Building Roof Renovation NCCCS Project No. HUB-01

Campus Main County Wake

I. TYPE OF PROJECT:

- New Facility
- Roof Replacement
- Infrastructure Repairs
- Renovation of Existing Facility
- HVAC
- Addition to Existing Facility
- Life Safety
- ADA Compliance

II. DESCRIPTION OF PROJECT: Description must include all pertinent information regarding the project as addressed in the instructions on Page 1. If you checked "Amended Project" please clearly state in description below reason for project amendment.

Remove old roofing material, inspect, repair and replace old wood decking.

In the above description, provide specific details and describe all aspects to be included in the project.

Project to be constructed/renovated on college owned property

Project to be constructed/renovated on leased property

Provide the System Office a copy of lease that meets criteria as addressed in CI Guide.

CONNECT NC BOND FUNDED PROJECTS ONLY:

If equipment is included as part of the project, please certify that the equipment has a useful life of 10+ years

Please acknowledge that furniture is not allowed as part of a Connect NC Bond (Bond Funds) projects and the college will not be reimbursed from Bond Funds.

Enter and check the following.:

Project Title:

Technology Building 1 and 2, Roof Renovation

Description: Remove old roofing material, inspect, repair and replace old wood decking and trusses.

Remove old roofing material, inspect, repair and replace old wood decking and trusses.

Agency Project Code:

HUB-01

(Agency Project Code is where you would locate the NCCCS Project No. if this were a state funded project or a major/formal project.)

The screenshot shows the InterSCOPE web application interface. At the top, it displays the user 'dafokes' and the view 'Community Colleges'. The main content area is titled 'NEW CAPITAL PROJECT:' and shows details for 'Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only'. The 'Project Information - Basic' section includes fields for 'Agency Project Code' (HUB-01), 'Status' (Auto), and 'Connect NC Bond Report Status Update'. The 'Project Information - Advanced' section shows 'Project Type' (Standard Project), 'Special Project Designation' (None), 'Fiscal Year Funded' (2015-2016), and 'Financial Controls' (On). There is also a table for 'Estimated Cost' and a 'State Property Asset' section with fields for 'Complex', 'Asset', 'County', 'Address', and 'SPO Asset#'. The footer contains copyright information for InterscopePlus 2020-01.0430 and the State of North Carolina Department of Administration.

NOTE: There are a few colleges which use the NCCCS 3-1 form (Minor projects do not need System Office approval) for minor/major/HUB Participation projects to help with communication from the Capital Project Section to the Business office. Most minor projects/HUB participation projects will not use a NCCCS 3-1 form.

***Attention:**

- The special project designation cannot be changed once selected and saved.
- A designer cannot be added if the "HUB Only" box is checked. The entire entry/project will need to be deleted if you miss this step and re-entered.

****Fund Source:** There are six (6) different sources of funds defined:

- **General Fund:** Appropriated funds **Non-General Fund:** Receipts, grants, gifts, cash, County appropriated funds, etc.
- **State Debt:** State Bonds, COPS, or Special Indebtedness.
- **Non-State Debt:** Bonds issued by Institutions, county, or self-liquidating funds.
- **R&R:** Funding for R&R from appropriations.
- **R&R Debt:** Funding for R&R from State Debt, such as Special Indebtedness or COPS.

NOTE:

- For projects <\$300,000, with no designer, check the "HUB Only" box.
 - For projects >\$300,000 and <\$500,000, uncheck the "HUB Only" box.
- When is an architect required on projects.

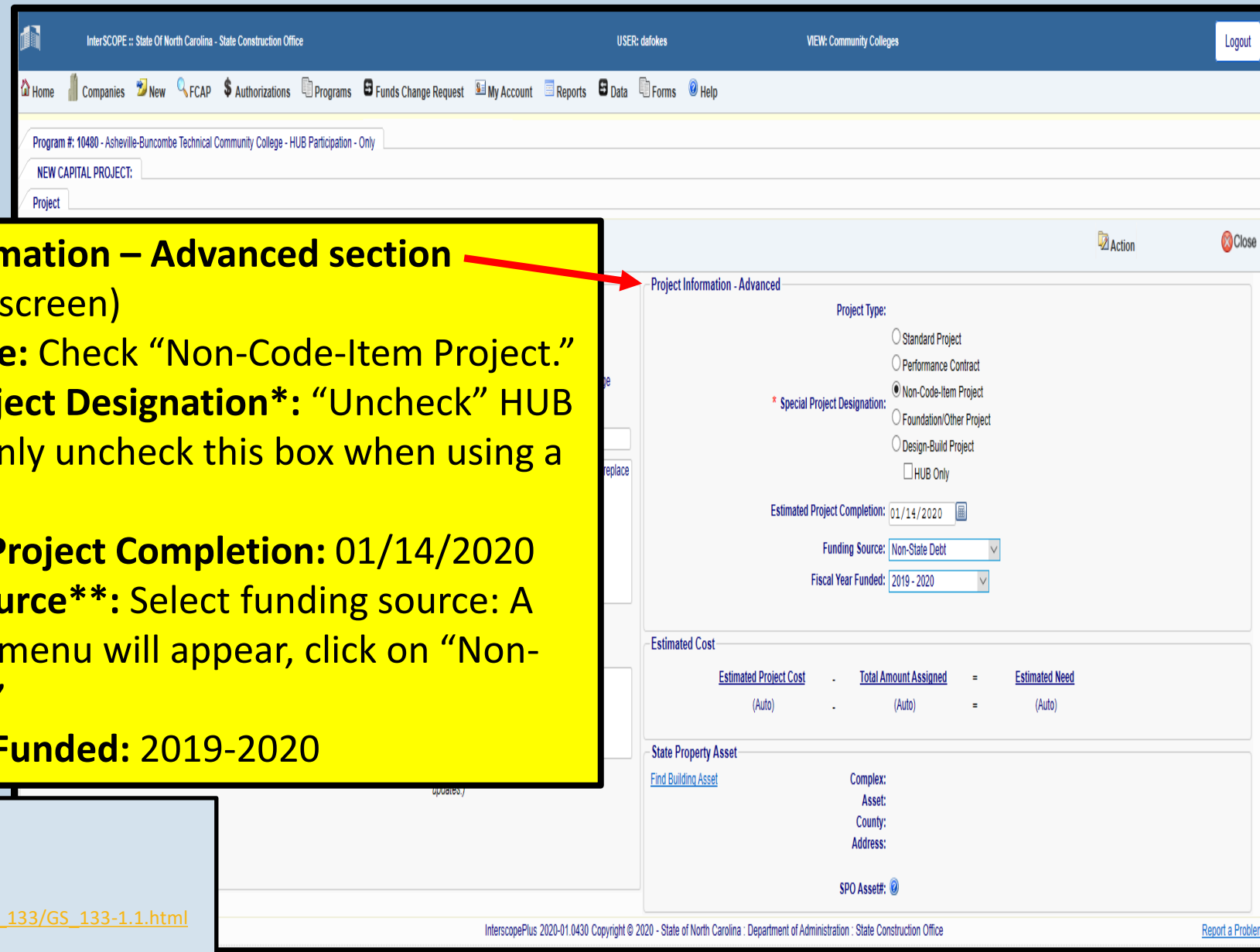
https://www.ncleg.net/EnactedLegislation/Statutes/HTML/BySection/Chapter_133/GS_133-1.1.html

The System Office will enter all projects that have one state dollar or more and/or than >\$500,000.

Project information – Advanced section

(right side of screen)

- **Project Type:** Check "Non-Code-Item Project."
- **Special Project Designation*:** "Uncheck" HUB Only (You only uncheck this box when using a Designer.)
- **Estimated Project Completion:** 01/14/2020
- **Funding Source**:** Select funding source: A drop down menu will appear, click on "Non-State Debt."
- **Fiscal Year Funded:** 2019-2020



Click on the Radio Button labeled "Action" drop-down menu appears, click on "Save."

Notification appears upon save – Asking you to confirm your project designation, click “Ok.”

InterSCOPE :: State Of North Carolina - State Construction Office USER: dafokes VIEW: Community Colleges Logout

Home Companies New FCAP Authorizations Programs Funds Change Request My Account Reports Data Forms Help

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only

NEW CAPITAL PROJECT:

Project

Action Close

Project Information - Basic

* Program: 10480 - HUB Participation - Only

* Department: Community Colleges

* Agency: Asheville-Buncombe Technical Community College

Project ID: (Auto)

* Title: Technology Building 1 and 2, Roof Renovation

Description: Remove old roofing material, inspect, repair and replace old wood decking and trusses.

Agency Project Code: HUB-01

Status: (Auto)

Connect NC Bond Report Status Update:

(Use this field to enter Connect NC Bond project updates.)

Project Information - Advanced

Project Type:

- Standard Project
- Performance Contract
- Non-Code-Item Project
- Foundation/Other Project
- Design-Build Project
- HUB Only

* Special Project Designation:

Estimated Project Completion: 01/14/2020

Funding Source: Non-State Debt

Fiscal Year Funded: 2019 - 2020

Estimated Project Cost	Total Amount Assigned	Estimated Need
(Auto)	(Auto)	(Auto)

State Property Asset

[Find Building Asset](#)

Complex:

Asset:

County:

Address:

SPO Asset#:

CONFIRMATION!

This project designation cannot be changed later. Are you sure?

Ok Cancel

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A notification shows at the top of the screen upon save **“Project added successfully.”**

The screenshot displays the InterSCOPE web application interface. At the top, a notification bar shows "Project added successfully." in red text. Below this, the breadcrumb trail includes "Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only" and "_Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation". The "Project" tab is selected, and the "Project Type" sub-tab is circled in red with a red arrow pointing to it. The main content area is divided into two panels: "Project Information - Basic" and "Project Information - Advanced". The "Basic" panel contains fields for Program, Department, Agency, Project ID, Title, Description, Agency Project Code, Status, and Connect NC Bond Report Status Update. The "Advanced" panel contains fields for Project Type (with radio buttons for Standard Project, Performance Contract, Non-Code-Item Project, Foundation/Other Project, Design-Build Project, and HUB Only), Special Project Designation, Estimated Project Completion, Funding Source, and Fiscal Year. Below these panels is an "Estimated Cost" table and a "State Property Asset" section. At the bottom, there is an "Uploads" table with columns for Delete?, Date, Type, File Name, Description, and Uploaded By. The footer shows the date and time "5/5/2020 7:55:35 AM [1588677759161]", the version "InterscopePlus 2020-01.0430", and the copyright information "Copyright © 2020 - State of North Carolina : Department of Administration : State Construction Office".

InterSCOPE :: State Of North Carolina - State Construction Office

USER: dafokes VIEW: Community Colleges Logout

Home Companies New FCAP Authorizations Programs Funds Change Request My Account Reports Data Forms Help

Project added successfully.

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only

_Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation

Project Cost Estimate **Project Type** Financial Worksheet Contracts Primavera Link Milestones Closeout Project Evaluations

Project Information - Basic

* Program: 10480 - HUB Participation - Only
[Move to Another Program.](#)

* Department: Community Colleges

* Agency: Asheville-Buncombe Technical Community College

Project ID: 21240

* Title: Technology Building 1 and 2, Roof Renovation

Description: Remove old roofing material, inspect, repair and replace old wood decking and trusses.

Agency Project Code: HUB-01

Status: Active

Connect NC Bond Report Status Update:

(Use this field to enter Connect NC Bond project updates.)

Project Information - Advanced

Project Type: -

Standard Project

Performance Contract

Non-Code-Item Project

Foundation/Other Project

Design-Build Project

HUB Only

* Special Project Designation:

Estimated Project Completion: 01/14/2020

Funding Source: Non-State Debt

Fiscal Year Funded: 2019 - 2020

Estimated Cost

Estimated Project Cost	Total Amount Assigned	Estimated Need
\$0.00	\$0.00	\$0.00

State Property Asset

[Find Building Asset](#)

Complex:

Asset:

County:

Address:

SPO Asset#: ?

Uploads Comments Project Managers

Delete?	Date	Type	File Name	Description	Uploaded By
0 found					

5/5/2020 7:55:35 AM [1588677759161] InterscopePlus 2020-01.0430 Copyright © 2020 - State of North Carolina : Department of Administration : State Construction Office Report a Problem Upload Files

Next - Click on “Project Type.”

Click on "Institution and Cost."

InterSCOPE :: State Of North Carolina - State Construction Office USER: dafokes VIEW: Community Colleges Logout

Home Companies New FCAP Authorizations Programs Funds Change Request My Account Reports Data Forms Help

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only
Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation

Project Cost Estimate **Project Type** Financial Worksheet Contracts Primavera Link Milestones Closeout Project Evaluations

Action Close

Attributes Determining Project Type:

Institution and Cost
State Debt
State Land
Special Project Designation
Special Oversight
Oversight Request

Project Type

Project Type: **Not Known**
Override Project Type: **No Override**

Requirements of this Project Type:

P6 Schedule Requirement: *Not Known*
SCO Role: *Not Known*
Milestones Required: *Not Known*

For help see: [Project Types Table](#)
[Project Type State Construction Manual](#)

General Statutes: [GS 143-129](#) [GS 116-31-11](#) [GS 116-40.6](#)
[GS 116-37](#) [GS 115D-9](#)

[View Summary](#)

Uploads Comments Project Managers

Delete?	Date	Type	File Name	Description	Uploaded By
0 found					

Upload Files

Report a Problem

https://www.interscope.nc.gov/InterscopeTrain/Detail.aspx?o=ProjectDetailP&x=HCNCCoecCzOncJ%2bzqucVOGMuPHkCmWzDKT5a3%2f%2fu1F9ez2d5xodl94Jhly9K009UuZO3...20 - State of North Carolina : Department of Administration : State Construction Office

Enter your Estimated Costs:

Fill in the "Institution and Cost" by adding Designers Fee, Construction cost and Construction Contingency, etc.

The college may click on the "Oversight Request" and check the box provided if the college would prefer to have "SCO Advisory Oversight."

III. ESTIMATED COST OF PROJECT:

A. PRE-CONSTRUCTION COSTS

1. Site Grading and Improvements (not in III B) _____

Subtotal "A" _____

B. CONSTRUCTION

1. General Contract 38,000

2. Other Contracts _____

Subtotal Contracts _____

3. Designer's Fees 413,250

4. Contingency 23,750

5. Other Fees _____

Subtotal Fees _____

Subtotal "B" 475,000

C. OTHER COST

1. Initial Equipment (not in III B) _____

2. Miscellaneous (specify) _____

3. Worked Performed by Owner (material only, not staff salary) _____

Subtotal "C" _____

TOTAL ESTIMATED COST OF PROJECT (Sum of III A, B, C) _____

IV. SOURCES OF FUNDS IDENTIFIED FOR THIS PROJECT:

A. NON-STATE FUNDS

1. County Appropriation 475,000

2. Duly Authorized Bonds - County... _____

3. Donations _____

4. Federal Funds (USDA, EDA, ETC.) _____

5. Other (parking fees, vending, rental, bookstore, etc.) _____

Subtotal "A" 475,000

B. UNDETERMINED (DO NOT INCLUDE UNDETERMINED FUNDS ON THE 2-18 FORM) _____

C. STATE EQUIPMENT FUNDS (112 Report -Memo) _____

D. STATE FUNDS (i.e. DOT, Golden Leaf; Not Allocated through the System Office) _____

E. STATE FUND ALLOCATION

1. Budget Code _____

2. Budget Code _____

3. Budget Code _____

Subtotal "E" _____

TOTAL SOURCES OF FUNDS (Sum of Section IV A, B, C, D, E) _____ 475,000

PLEASE NOTE: Total SOURCES OF FUNDS in Section IV must equal TOTAL ESTIMATED COST OF PROJECT in Section III.

NCCCS 3-1 FORM Page 5

InterSCOPE :: State Of North Carolina - State Construction Office USER: daf

Home Companies New FCAP Authorizations Programs Funds Change Request My Account Reports Data

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only

Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation

Project Cost Estimate Project Type Financial Worksheet Contracts Primavera Link Milestones Closeout Project Evaluations

Attributes Determining Project Type:

Institution and Cost

Institution / Agency Asheville-Buncombe Technical Community College

Estimated Project Costs:

Estimated Cost

Design Fee \$: 38,000.00

Construction \$: 413,250.00

Construction Contingency \$: 23,750.00

Other \$: 0.00

Total \$: \$475,000.00

State Debt

State Land

Special Project Designation

Special Oversight

Oversight Request

Uploads Comments Project Managers

Delete?	Date	Type	File Name	Description
---------	------	------	-----------	-------------

NOTE: There are colleges which use the NCCCS 3-1 form for minor/major/HUB Participation projects that makes it easier for data entry.

InterSCOPE :: State Of North Carolina - State Construction Office USER: da

Home Companies New FCAP Authorizations Programs Funds Change Request My Account Reports Data

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only

_Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation

Project Cost Estimate **Project Type** Financial Worksheet Contracts Primavera Link Milestones Closeout Project Evaluations

Attributes Determining Project Type:

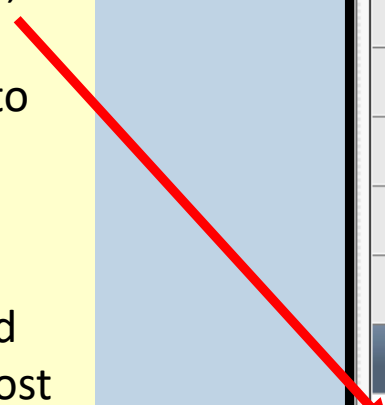
Institution and Cost
State Debt
State Land
Special Project Designation
Special Oversight
Oversight Request

SCO Advisory Oversight Requested
Administer this project as if the estimated cost were: \$

Uploads Comments Project Managers

Delete?	Date	Type	File Name	Description
---------	------	------	-----------	-------------

Check this box; if your college would prefer to have SCO Advisory Oversight Requested and enter "as if" cost of project.



Click on the Radio Button labeled "Action" drop-down menu appears, click on "Action" and "Save."

The screenshot shows the IntersCOPE web application interface. At the top, there is a navigation bar with the user name 'USER: defikes' and 'VIEW: Community Colleges'. Below the navigation bar, there are tabs for 'Project', 'Cost Estimate', 'Project Type', 'Financial Worksheet', 'Contracts', 'Primavera Link', 'Milestones', 'Closeout Project', and 'Evaluations'. The 'Project Type' tab is selected. The main content area is titled 'Attributes Determining Project Type:' and contains several sections: 'Institution and Cost', 'State Debt', 'State Land', 'Special Project Designation', 'Special Oversight', and 'Oversight Request'. The 'Project Type' section shows 'Project Type: Not Known' and 'Override Project Type: No Override'. There are also links for 'Requirements of this Project Type' and 'For help see:'. A red arrow points to the 'Action' button in the top right corner of the main content area.

Notification appears at the top upon save, "Project update successful."

The screenshot shows the IntersCOPE web application interface after a successful update. A yellow notification banner at the top reads 'Project update successful.' The 'Project Type' section now shows 'Project Type: C1: CC Project <= \$500K' and 'Override Project Type: No Override'. The 'Requirements of this Project Type' section shows 'PB Schedule Requirement: Not Required', 'SCO Role: A-Advisory/Courtesy', and 'Milestones Required: SCO Review'. The 'For help see:' section contains links to 'Project Types Table' and 'Project Type State Construction Manual'. The 'General Statutes:' section contains links to 'GS 143-129', 'GS 116-31-11', 'GS 116-40.6', 'GS 116-37', and 'GS 115D-9'. A red arrow points to the 'Project update successful.' notification banner.

Project Type is now updated as a C1: CC Project ,= \$500K

Adding a Designer or Engineer

- Architect/Designer or Engineer is responsible for drawing up the detailed plans for a structure and developing final construction plans to include electrical and HVAC (Heating, Ventilation, and Air Conditioning) systems. They may also provide designs for landscape requirements, plumbing, and communication systems.



Campuswide Infrastructure Upgrades	Various		\$4,270,900	\$10,667,000	\$2,750,240	\$17,688,140
Security Camera Upgrades			\$296,300	\$876,000	\$1,400,000	\$2,572,300
Card Readers				\$1,742,000		\$1,742,000
Cellular Signal Repeaters			\$263,857	\$1,583,000		\$1,846,857
Mass Notification System				\$1,039,000		\$1,039,000
Signage Upgrades			\$619,700			\$619,700
Site Accessibility Upgrades			\$395,100	\$600,000	\$468,000	\$1,463,100
Southern Loop Road and Paving			\$2,695,943	\$4,365,000	\$882,240	\$7,943,183
NWC Exterior HW & CHW Piping				\$462,000		\$462,000

Campuswide R&R, Alterations	Various		\$3,872,589	\$4,300,000	\$6,442,903	\$14,615,492
Mech Equip Replacement			\$863,286	\$800,000	\$800,000	\$2,463,286
Building Automation Controls Upgrades			\$217,943	\$800,000	\$637,911	\$1,655,854
Elevator Modernization			\$114,617		\$816,386	\$931,003
Building Envelope Upgrades			\$857,971	\$700,000	\$886,500	\$2,444,471
Electrical Replacement			\$781,357		\$836,849	\$1,618,206
Life Safety Equipment Replacement			\$289,215		\$465,257	\$754,472
Library Educ. Bldg Restroom Renovation			\$748,200			\$748,200
Minor Capital (CASH FUNDED)				\$1,000,000	\$1,000,000	\$2,000,000
Facility Alterations (CASH FUNDED)				\$1,000,000	\$1,000,000	\$2,000,000

Adding Contract: Click on the "Contracts" tab.

InterSCOPE :: State Of North Carolina - State Construction Office USER: dafoke VIEW: Community Colleges Logout

Home Companies New FCAP Authorizations Programs Funds Change Request My Account Reports Data Forms Help

Project update successful.

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only
Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation

Project Cost Estimate **Project Type** Financial Worksheet Contracts Primavera Link Milestones Closeout Project Evaluations

Action Close

Attributes Determining Project Type:

Institution and Cost
State Debt
State Land
Special Project Designation
Special Oversight
Oversight Request

SCO Advisory Oversight Requested
Administer this project as if the estimated cost were: \$

Project Type

Project Type: C1: CC Project <= \$500K
Override Project Type: No Override

Requirements of this Project Type:

P6 Schedule Requirement:	Not Required
SCO Role:	A - Advisory/Courtesy
Milestones Required:	SCO Review

For help see: [Project Types Table](#)
[Project Type State Construction Manual](#)

General Statutes: [GS 143-129](#) [GS 116-31-11](#) [GS 116-40.6](#)
[GS 116-37](#) [GS 115D-9](#)

Uploads Comments Project Managers

Delete?	Date	Type	File Name	Description	Uploaded By
0 found					

5/5/2020 8:19:53 AM [1588681158425] InterscopePlus 2020-01.0430 Copyright © 2020 - State of North Carolina : Department of Administration : State Construction Office [Report a Problem](#)

Click on "Add Design Contract."

InterSCOPE :: State Of North Carolina - State Construction Office

USER: [username] VIEW: Community Colleges Logout

Home Companies New FCAP Authorizations Programs Funds Change Request My Account Reports Data Forms Help

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only

Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation

Project Cost Estimate Project Type Financial Worksheet **Contracts** Primavera Link Milestones Closeout Project Evaluations

Close

SCO ID#	FIRM	STATUS	PHASE	TYPE	PLAN REVIEW	CONTRACT DATE	\$ORIG CONTRACT	\$CUR CONTRACT	\$CUR COMMIT
0 found									

Add Design Contract

Uploads Comments Project Managers

Delete?	Date	Type	File Name	Description	Uploaded By
0 found					

Upload Files

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Name: Enter the Designer name or a portion of work being performed such as "roof."

Note: For projects that have full SCO oversight, SCO will enter the design contract.

Select Designer

License #: Like
License Type: Like -- Select
Name: Like **LS3P**
Email: Like
Status: = Active
Contact Person: Like
Line 1: Like
Line 2: Like
City: Like
State: Like
County: = -- Select --
Zip: Like
ID: Like

Voice#: Like (999-999-9999)
Fax#: Like (999-999-9999)
Website URL: Like
Year Established: =
Parent: Like
Parent Branch: = -- Select --
In IPS?: = -- Select --
Minority Type: = -- Select --
HUB Certified?: = -- Select --
Last Update from IPS: > / /

Click on "Search" and a list of Designers appear.

Search Done Reset

	ID	DESIGNER	CITY	COUNTY	STATE	STATUS	LICENSE#	TYPE	VOICE	CONTACT	EMAIL	In IPS?	Min	
A	1	561063531	LS3P Associates LTD.	Charlotte	MECKLENBURG	NC	Active	50417	NCBARCH	(704) 333-6686	Jeffrey Floyd (jefffloyd@LS3P.com) Scott Baker	diannedulovitz@ls3p.com	N	
	2	561317458	LS3P Associates LTD.	Wilmington	NEW HANOVER	NC	Active	50417	NCBARCH	(910) 790-9901	Charles Boney (charlesboney@ls3p.com) Chris	charlesboney@ls3p.com	Y	Non M
	3	951951353	LS3P Associates LTD.	Raleigh	WAKE	NC	Active	50417	NCBARCH	(919) 829-2700	Katherine Peele (katherinepeele@ls3p.com)	rickpeele@ls3p.com	N	

Click on Designer the college hired. Example: LS3P Wilmington/In IPS? Y.

Note: Contact the Design Contracts Coordinator at the State Construction Office, this person vets and enters the designers in Interscope.

The Designer is pulled into the New Design Contract screen and a notification shows “Contract mode is: Standard Contract,” this is the language the system defaults to when in set-up mode for a New Designer.

InterSCOPE :: State Of North Carolina - State Construction Office USER: dafokes VIEW: Community Colleges [Logout](#)

Home Companies New FCAP Authorizations Programs Funds Change Request My Account Reports Data Forms Help

Contract mode is: Standard Contract.

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only
Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation
New Design Contract:
Detail

Contract# (Auto)

- * Contract ID: (Auto)
- SCO Oversight: A - Advisory/Courtesy
- * SCO Plan Review: Courtesy

Contract Type:
Contract Status:

Designer

Name: LS3P Associates LTD.
Address: 101 N. Third Street, Suite 500

Wilmington, NC 28401
License#: 50417
HUB Firm: Not a HUB

Dates

- Selection:
- RFP Letter:
- Agreement:
- Signed By Designer:
- Signed By Agency:
- SCO Acceptance:

Design Contract Fees and Funds

ORIGINAL DESIGN CONTRACT:

Construction Target \$:	\$413,350 <input type="button" value="i"/>
Contingency Reserve Target \$:	\$23,750 <input type="button" value="i"/>
Design Fee:	\$38,000 <input type="button" value="i"/>

CURRENT DESIGN CONTRACT:

Construction Target:	\$413,350 <input type="button" value="i"/>
Contingency Reserve Target:	\$23,750 <input type="button" value="i"/>
Design Fee:	<input type="button" value="i"/>

Proposed Commitment Amt \$:

Financial Worksheet Summary

<u>Estimated:</u>	
Assigned Funds:	\$0
Estimated Cost:	\$475,100
Estimated Surplus (Need):	-\$475,100

<u>Actual:</u>	
Assigned Funds:	\$0
Total Committed:	\$0
Available to Commit:	\$0

[Worksheet Detail](#)

5/7/2020 6:47:47 AM [1588848305639] InterscopePlus 2020-01.0430 Copyright © 2020 - State of North Carolina : Department of Administration : State Construction Office [Report a Problem](#)

New Design Contract:

Contract Type: Letter agreement (General Use)

Contract Status: Creating (Dates fields open)

Dates: Fill-in dates

Selection: 01/03/2020

RFP Letter: 11/10/2020 – Upon entry contract status changes automatically to RFP.

Agreement: 01/04/2020 – Upon entry contract status changes automatically to Created – Not Signed.

Signed by Designer: 01/05/2020 Signed by
Signed by Agency: 01/08/2020 – Upon entry contract status changes automatically to Active.

InterSCOPE :: State Of North Carolina - State Construction Office

USER: dafokes VIEW: Community Colleges

Home Companies New FCAP Authorizations Programs Funds Change Request My Account Reports Data Forms Help

Contract mode is: Standard Contract.

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only

Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation

New Design Contract:

Detail

Action Close

Contract# (Auto)

* Contract ID: (Auto)

SCO Oversight: A - Advisory/Courtesy

* SCO Plan Review: Courtesy

Contract Type: Standard Design Contract (Fully Funded)

Contract Status: Creating

Dates

Selection: / /

RFP Letter: / /

Agreement: / /

Signed By Designer: / /

Signed By Agency: / /

SCO Acceptance:

Design Contract Fees and Funds

ORIGINAL DESIGN CONTRACT:

Construction Target \$: 413,350

Contingency Reserve Target \$: 23,750

Design Fee: 38,000

CURRENT DESIGN CONTRACT:

Construction Target: \$413,350

Contingency Reserve Target: \$23,750

Design Fee:

Proposed Commitment Amt \$:

Designer

Name: LS3P Associates LTD.

Address: 101 N. Third Street, Suite 500

Wilmington, NC 28401

License#: 50417

HUB Firm: Not a HUB

Change Designer

Financial Worksheet Summary

Estimated:

Assigned Funds: \$0

Estimated Cost: \$475,100

Estimated Surplus (Need): -\$475,100

5/7/2020 7:03:36 AM [1588848305639]

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Report a Problem

Verify "Designer" listed is correct, if not click on "Change Designer."

Financial Worksheet Summary:

REMINDER:

This is a HUB Participation Only project. Where the college records all capital improvement HUB participation projects (non-state funded) <=\$500,000 per G.S. 143-131 to the Department of Administration/SCO Interscope System.

There are no assigned funds to this type of project, under this PROGRAM.

All minor/informal projects which are composed of all non-state funding will not have funds assigned.

Financial Worksheet Summary

Estimated:

Assigned Funds:	\$0
Estimated Cost:	\$475,100
Estimated Surplus (Need):	-\$475,100

Actual:

Assigned Funds:	\$0
Total Committed:	\$0
Available to Commit:	\$0

[Worksheet Detail](#)

Design Contract Fees and Funds

ORIGINAL DESIGN CONTRACT:

Construction Target \$:	<input type="text" value="413,350"/>
Contingency Reserve Target \$:	<input type="text" value="23,750"/>
Design Fee:	<input type="text" value="38,000"/>

CURRENT DESIGN CONTRACT:

Construction Target:	\$413,350
Contingency Reserve Target:	\$23,750
Design Fee:	

Actual Commitment Amt \$:

Notification shows Contract Status changed to RFP.

The screenshot displays the InterSCOPE web application interface. At the top, a navigation bar includes the InterSCOPE logo, the text "State of North Carolina - State Construction Office", the user name "USER: dafokes", the view "VIEW: Community Colleges", and a "Logout" button. Below the navigation bar is a menu with icons for Home, Companies, New, FCAP, Authorizations, Programs, Funds Change Request, My Account, Reports, Data, Forms, and Help. A yellow notification banner at the top center reads: "Contract Status changed to RFP. Click: ACTION -> SAVE to save this change." Below the notification, the main content area shows contract details for Program # 10480 and Project # 21240. The "Contract Status" field is set to "RFP". A red arrow points to this field from a yellow callout box. Another red arrow points to the "Action" button in the top right corner of the contract details section, also from the same yellow callout box. The "Designer" section shows details for LS3P Associates.

Contract Status should show "Active."
If not;

- Click on the arrow (drop down menu appears) in the field box to the right of the Contract Status, click on "Active."

Click the Radio Button "Action," "Save."

Upon save, the system automatically updates the Contract Status to "Active" and creates a project package.

InterSCOPE :: State Of North Carolina - State Construction Office USER: dafokes VIEW: Community Colleges Logout

Home Companies New FCAP Authorizations Programs Funds Change Request My Account Reports Data Forms Help

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only **Contract added successfully.**

_Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation

_Design #: 20-21240-01 - LS3P Associates LTD.

Detail Contract Scope and Fees Breakdowns Consultants Packages Evaluations Milestones

★ Action Close

Contract# 1

* Contract ID: 20-21240-01
SCO Oversight: A - Advisory/Courtesy
* SCO Plan Review: Courtesy

Contract Type: Standard Design Contract (Fully Funded) ▾
Contract Status: **Active**

Dates

Selection: 01/03/2020 ⓘ
RFP Letter: 11/10/2019 ⓘ
Agreement: 01/04/2020 ⓘ
Signed By Designer: 01/05/2020 ⓘ
Signed By Agency: 01/08/2020 ⓘ
SCO Acceptance: ⓘ

Design Contract Fees and Funds

ORIGINAL DESIGN CONTRACT:

Construction Target \$: 413,350 ⓘ
Contingency Reserve Target \$: 23,750 ⓘ
Design Fee: 38,000 ⓘ

CURRENT DESIGN CONTRACT:

Construction Target: \$413,350 ⓘ
Contingency Reserve Target: \$23,750 ⓘ
Design Fee: \$38,000 ⓘ

Proposed Commitment Amt \$: \$38,000

Designer

Name: LS3P Associates LTD. 📁
Address: 101 N. Third Street, Suite 500
Wilmington, NC 28401
License#: 50417
HUB Firm: Not a HUB

Change Designer

Financial Worksheet Summary

Estimated:

Assigned Funds:	\$0
Estimated Cost:	\$475,100
Estimated Surplus (Need):	-\$475,100

Actual:

Assigned Funds:	\$0
Total Committed:	\$0
Available to Commit:	\$0

[Worksheet Detail](#)

Uploads Comments Project Managers

Delete?	Date	Type	File Name	Description	Uploaded By
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Information Package

Package: A “process container” for a construction project within the Interscope system which provides a place to record detailed information captured during design review, bidding, award, and the construction administration phases of a construction project.

Click on "Packages" tab.

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only
_Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation
__Design #: 20-21240-01 - LS3P Associates LTD.

Detail Contract Scope and Fees Breakdowns Consultants Packages Evaluations Miles

InterSCOPE :: State Of North Carolina - State Construction Office USER: dafokes VIEW: Community Colleges Logout

Home Companies New FCAP Authorizations Programs Funds Change Request My Account Reports Data Forms Help

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only
_Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation
__Design #: 20-21240-01 - LS3P Associates LTD.

Detail Contract Scope and Fees Breakdowns Consultants Packages Evaluations Milestones

Click on package SCO ID#

SCO ID#	PACKAGE_TITLE	STATUS	PROJECT MONITOR	% COMPLETE	TOTAL CONTRACT\$	PLAN LOCATION
20-21240-01A	Technology Building 1 and 2, Roof Renovation	Under Design	Unassigned			

1 found New Package Export

Uploads Comments Project Managers

Delete?	Date	Type	File Name	Description	Uploaded By
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0 found Upload Files

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Enter in Package A –
Type: Roofing
Status: Under Design
County: Wake
Description: System automatically populates.
If not, add description.

Bidding/Construction Contracts:
Formal Contracts? Drop-down menu, select “N”
Project Delivery Method: Drop-down menu, select “Single Prime.”

Click the Radio Button “Action,” “Save.”

The screenshot displays the InterSCOPE web application interface for the State of North Carolina - State Construction Office. The user is logged in as 'dafokes' and is viewing 'Community Colleges'. The breadcrumb trail shows the following path: Program # 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only > Project # 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation > Design # 20-21240-01 - LS3P Associates LTD. > Package: 20-21240-01A - Technology Building 1 and 2, Roof Renovation. The main form is titled 'Package A' and includes the following sections:

- Package A:** Oversight: A - Advisory/Courtesy; Plan Review: Courtesy; * Title: Technology Building 1 and 2, Roof Renovation; * Type: Roofing; * Status: Under Design; Status Reason: ; Square Footage: 0; Plan Location: ; * County: Wake; Technology Building 1 and 2, Roof Renovation; * Description: ; Designer Rep: ;
- Bidding/Construction Contracts:** Approved for Bid: ; Approved for Award: ; Formal Contracts?: N; * Project Delivery Method: Single Prime
- Construction Administration:** * Project Monitor: Unassigned; Monthly Conference: ; Percent Complete: 0%; Final Punchlist: Complete
- Fees / Funds:** Liquidated Damages (/day): ; CD Cost Estimate: ; Plan Deposit: ; Total Change Orders: ; Total Construction Contract: ;
- Archive Information:** Archive Date: / / ; Archive Box#: ; Micro Film#: ;

At the top right of the form area, there is an 'Action' radio button and a 'Close' button. At the bottom of the page, there is a table with columns: Delete?, Date, Type, File Name, Description, and Uploaded By. The footer shows the date and time '5/7/2020 8:03:48 AM [1588848305639]' and the copyright information 'InterscopePlus 2020-01.0430 Copyright © 2020 - State of North Carolina : Department of Administration : State Construction Office'.

Notification now shows "Package updated successfully."

InterSCOPE :: State Of North Carolina - State Construction Office USER: dafokes VIEW: Community Colleges Logout

Home Companies New FCAP Authorizations Programs Funds Change Request My Account Reports Data Forms Help

Package updated successfully.

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only
_Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation
_Design #: 20-21240-01 - LS3P Associates LTD.
_Package: 20-21240-01A - Technology Building 1 and 2, Roof Renovation

Detail | Plan Reviews | Construction Contracts | Monthly Progress | Weekly Inspection | Trades Certificates and Inspections | Construction Closeout | Evaluations | Milestones

★ Action Close

Package A

Oversight: A - Advisory/Courtesy
Plan Review: Courtesy
* Title: Technology Building 1 and 2, Roof Renovation
* Type: Roofing
* Status: Under Design
Status Reason:
Square Footage: 0
Plan Location:
* County: WAKE
Technology Building 1 and 2, Roof Renovation
* Description:
Designer Rep:

Bidding/Construction Contracts

Approved for Bid:
Approved for Award:
Formal Contracts? N
* Project Delivery Method: Single Prime

Construction Administration

* Project Monitor: Unassigned
Monthly Conference:
Percent Complete: 0%
Final Punchlist: Complete

Fees / Funds

Liquidated Damages (/day):	<input type="text"/>	0
CD Cost Estimate:	<input type="text"/>	0
Plan Deposit:	<input type="text"/>	
Total Change Orders:		\$0
Total Construction Contract:		\$0

Archive Information

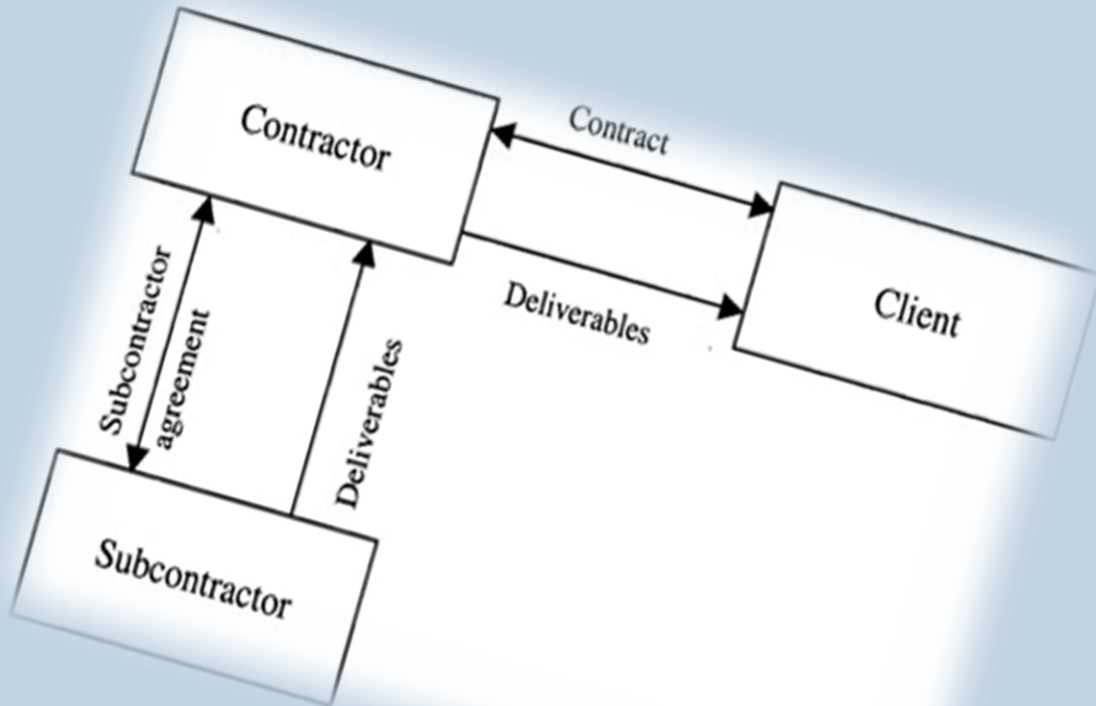
Archive Date: / /
Archive Box#:
Micro Film#:

Uploads | Comments | Project Managers

Delete?	Date	Type	File Name	Description	Uploaded By
0 found					

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Construction Contract



Capital Improvement Project Lifecycle



Click on the "Construction Contracts" tab.

InterSCOPE :: State Of North Carolina - State Construction Office USER: dafokes VIEW: Community Colleges Logout

Home Companies New FCAP Authorizations Programs Forms Change Request My Account Reports Data Forms Help

Package updated successfully.

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only
_Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation
_Design #: 20-21240-01 - LS3P Associates LTD.
_Package: 20-21240-01A - Technology Building 1 and 2, Roof Renovation

Detail | Plan Reviews | **Construction Contracts** | Monthly Progress | Weekly Inspection | Trades Certificates and Inspections | Construction Closeout | Evaluations | Milestones

★ Action Close

Package A

Oversight: A - Advisory/Courtesy
Plan Review: Courtesy
* Title: Technology Building 1 and 2, Roof Renovation
* Type: Roofing
* Status: Under Design
Status Reason: _____
Square Footage: 0
Plan Location: _____
* County: WAKE
Technology Building 1 and 2, Roof Renovation
* Description: _____
Designer Rep: _____

Bidding/Construction Contracts
Approved for Bid: _____
Approved for Award: _____
Formal Contracts? N
* Project Delivery Method: Single Prime

Construction Administration
* Project Monitor: Unassigned
Monthly Conference: _____
Percent Complete: 0%
Final Punchlist: Complete

Fees / Funds
Liquidated Damages (/day): 0
CD Cost Estimate: 0
Plan Deposit: _____
Total Change Orders: \$0
Total Construction Contract: \$0

Archive Information
Archive Date: / /
Archive Box#: _____
Micro Film#: _____

Uploads | Comments | Project Managers

Delete?	Date	Type	File Name	Description	Uploaded By
0 found					

Upload Files Report a Problem

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Adding a New Construction Contract

InterSCOPE :: State Of North Carolina - State Construction Office USER: dafokes VIEW: Community Colleges Logout

Home Companies New FCAP Authorizations Programs Funds Change Request My Account Reports Data Forms Help

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only

Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation

Design #: 20-21240-01 - LS3P Associates LTD.

Package: 20-21240-01A - Technology Building 1 and 2, Roof Renovation

Detail Plan Reviews **Construction Contracts** Monthly Progress Weekly Inspection Trades Certificates and Inspections Construction Closeout Evaluations Milestones

Close

CONTRACT#	CONTRACTOR	TYPE	STATUS	\$ORIGINAL	\$CURRENT	ORIG DAYS	CUR DAYS	PROJECTED COMPL.	MBE AMT (AWARD)	MBE PCT (AWARD)
0 found										

New Construction Contract

Uploads Comments Project Managers

Delete?	Date	Type	File Name	Description	Uploaded By
0 found					

Upload Files

5/7/2020 8:03:48 AM [1588848305639] InterscopePlus 2020-01.0430 Copyright © 2020 - State of North Carolina : Department of Administration : State Construction Office Report a Problem

Name: Enter the Contractor name or a portion of work being performed such as "roof."

1

Construction Contract De

Contract Summary

Contractor

Award Details

Form Contract: N

Name:

Select Contractor...

Name:

Contact Person:

City:

Zip:

Email:

HUB Certified? -- Select --

Address:

State:

Phone:

	Company	City, State	Voice	Contact	Email	HUB Type	Int	IPS	IPS Sequence	IPS Location
SELECT	BAKER ROOFING COMPANY	RALEIGH	919-828-2975	K Jones - David Traub	kjones@bakerroofing.com	Not a HUB	x	x	7727	99694
SELECT	STATESVILLE ROOFING & HTG. CO.	STATESVILLE	704-873-6261			Unknown	x		0	0
SELECT	EAST COAST ROOFING & METALS, INC.	GREENVILLE				Unknown	x		0	0
SELECT	GREENSBORO ROOFING CO. INC.	GREENSBORO	336-273-8187			Unknown	x		0	0
SELECT	MCRAE ROOFING COMPANY INC.	ASHEBORO	336-672-0133	LES ALLEN		Unknown	x		0	0
SELECT	ROOF-TEK, INC.	MARSHVILLE	704-624-2179			Unknown	x		0	0
SELECT	SUNBELT ROOFING SERVICES, INC.	MARION	803-423-6681			Not a HUB	x	x	16287	17572
SELECT	CYCLONE ROOFING COMPANY	MATTHEWS	704-882-1200			Unknown	x		0	0
SELECT	UNITED ROOFING & SHEET METAL	ASHEVILLE				Unknown	x		0	0
SELECT	STAMEY ROOFING & METAL CO.,	CANTON	704-648-3553			Unknown	x		0	0

Owner Contact

Safety Officer

Agent:

This Contract: Available to Commit

Click on "Search" and a list of Contractors appear.

2

- Note:
- If the vendor cannot be found in the Interscope database, click on "Not Found – Submit Request."
 - Vendor must be registered in the NC IPS System for the Interscope Administrator to pull designer into the Interscope System.

3

Click on Contractor the college hired. Example: BAKER ROOFING COMPANY/IPS.

Verify information is correct under each section, writing in additional information for documentation purposes if applicable.

Award Details: Fill-in dates
Approval For Bid: 11/22/2019
Actual Bid: 11/24/2019
Awarded: 01/02/2020

Contract Dates:
Contract Date: 01/02/2020 – Upon entry
Contract Status changes automatically to
“Valid Contract.” (Hold off on action/save)
Contracts Approved by Agency: 01/02/2020
Contracts Approved by Atty Genl: N/A with
this project.
Projected Completion: N/A 01/28/2020
Construction Start (NTP): 01/05/2020

Contract Amounts:
Original: \$413,250.00
Days: 23

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only
Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation
Design #: 20-21240-01 - LS3P Associates LTD.
Package: 20-21240-01A - Technology Building 1 and 2, Roof Renovation
New Construction Contract
Construction Contract Detail

Contract Summary
Formal Contract: N
Contract Status:
Contract Type:
Negotiation?:
Bid Number:
Final Change Order Approval:

Contractor
Name: BAKER ROOFING COMPANY
Address: PO BOX 26057 (Zip code 27611)
517 Mecury Street
RALEIGH, NC 27603
License#:
Contact:

Owner Contact

Safety Officer

Surety
Name:
Address:
Agent:
Address:

Sheets

Contract Dates
Contract Date:
Contracts Approved by Agency:
Contracts Approved by Atty Genl:
Projected Completion:
Construction Start (NTP):

Contract Amounts
Project Financial Worksheet Summary:
Assigned Funds: \$0
Total Committed: \$0
Available to Commit: \$0
This Contract:
Available to Commit After Contract Approval: \$0
[Worksheet Detail](#)

Contract Amounts:

	Amount	Days
Original:	0.00	0
Change Order:	\$0.00	0
Current:	\$0.00	0

If you performed action/save after entering your Contract Date, you will need to change your Contract Status to "Creating" to open the fields boxes under "Contract Amounts," located at the lower right-hand corner of your screen. Enter the Original amount of the contract and days that it will take to complete the work in the two open field boxes.

InterSCOPE :: State Of North Carolina - State Construction Office

USER: datokes VIEW: Community Colleges Logout

Home Companies New FCAP Authorizations Programs Funds Change Request My Account Reports Forms Help

Contract Status changed to Valid Contract
Click: ACTION->SAVE to save this change.

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only
Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation
Design #: 20-21240-01 - LS3P Associates LTD.
Package: 20-21240-01A - Technology Building 1 and 2, Roof Renovation

New Construction Contract
Construction Contract Detail

Contract Summary

Formal Contract
Contract Status: Valid Contract
Contract Type: General Contract
Negotiation? N
Bid Number:
Final Change Order Approval: N/A

Contractor

Name: BAKER ROOFING COMPANY
Address: PO BOX 28057 (Zip code 27811)
517 Mecury Street
RALEIGH, NC 27603
License#:
Contact:
Change Contractor

Award Details

Award Type: Single Prime
Approved For Bid: 11/22/2019
Actual Bid: 11/24/2019
Awarded: 01/02/2020

Contract Dates

Contract Date: 01/02/2020
Contracts Approved by Agency: 01/02/2020
Contracts Approved by Atty Gen: / /
Projected Completion:
Construction Start (NTP): 01/05/2020

Contract Amounts

Project Financial Worksheet Summary:

Assigned Funds:	\$0
Total Committed:	\$0
Available to Commit:	\$0
This Contract:	
Available to Commit After Contract Approval	\$0

[Worksheet Detail](#)

	Amount	Days
Original:	413,250.00	23
Change Order:	\$0.00	0
Current:	\$413,250.00	23

5/7/2020 8:18:12 AM [1588848305639] InterscopePlus 2020-01.0430 Copyright © 2020 - State of North Carolina : Department of Administration : State Construction Office Report a Problem

Notification shows Construction Contract added successfully.

Construction Contract added successfully.

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only
Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation
Design #: 20-21240-01 - LS3P Associates LTD.
Package: 20-21240-01A - Technology Building 1 and 2, Roof Renovation
Construction Contract #: 20-21240-01A-1 - BAKER ROOFING COMPANY

Contract Summary
Formal Contract: N
Contract Status: Valid Contract
Contract Type: General Contract
Negotiation?: N
Bid Number: SCO-20-21240-01A
Final Change Order Approval: N/A

Contractor
Name: BAKER ROOFING COMPANY
Address: PO BOX 28057 (Zip code 27611)
517 Mecury Street
RALEIGH, NC 27803
License#:
Contact:

Award Details
Award Type: Single Prime
Approved For Bid: 2019-11-22
Actual Bid: 2019-11-24
Awarded: 2020-01-02

Contract Dates
Contract Date: 2020-01-02
Contracts Approved by Agency: 2020-01-02
Contracts Approved by Atty Genl: 2020-01-27
Projected Completion: 2020-01-27
Construction Start (NTP): 01/05/2020

Contract Amounts
Project Financial Worksheet Summary:
Assigned Funds: \$0
Total Committed: \$413,250
Available to Commit: -\$413,250
This Contract: \$413,250
Available to Commit After Contract Approval: -\$413,250

Contract Amounts:

	Amount	Days
Original:	\$413,250.00	23
Change Order:	\$0.00	0
Current:	\$413,250.00	23

Click on "HUB Good-Faith Efforts" tab.

Historically Underutilized Businesses (HUB)

HUB Good-Faith Efforts

§ 143-131. When counties, cities, towns and other subdivisions may let contracts on informal bids.

(a) All contracts for construction or repair work or for the purchase of apparatus, supplies, materials, or equipment, involving the expenditure of public money in the amount of thirty thousand dollars (\$30,000) or more, but less than the limits prescribed in G.S. 143-129, made by any officer, department, board, local school administrative unit, or commission of any county, city, town, or other subdivision of this State shall be made after informal bids have been secured. All such contracts shall be awarded to the lowest responsible, responsive bidder, taking into consideration quality, performance, and the time specified in the bids for the performance of the contract. It shall be the duty of any officer, department, board, local school administrative unit, or commission entering into such contract to keep a record of all bids submitted, and such record shall not be subject to public inspection until the contract has been awarded.

(b) All public entities shall solicit minority participation in contracts for the erection, construction, alteration or repair of any building awarded pursuant to this section. The public entity shall maintain a record of contractors solicited and shall document efforts to recruit minority business participation in those contracts. Nothing in this section shall be construed to require formal advertisement of bids. All data, including the type of project, total dollar value of the project, dollar value of minority business participation on each project, and documentation of efforts to recruit minority participation shall be reported to the Department of Administration, Office for Historically Underutilized Business, upon the completion of the project. (1931, c. 338, s. 2; 1957, c. 862, s. 5; 1959, c. 406; 1963, c. 172; 1967, c. 860; 1971, c. 593; 1981, c. 719, s. 1; 1987 (Reg. Sess., 1988), c. 1108, s. 6; 1997-174, s. 5; 2001-496, s. 5.1; 2005-227, s. 2.)

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only

Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation

Design #: 20-21240-01 - LS3P Associates LTD.

Package: 20-21240-01A - Technology Building 1 and 2, Roof Renovation

Construction Contract #: 20-21240-01A-1 - BAKER ROOFING COMPANY

Construction Contract Detail Bid Items **HUB Good-Faith Efforts** HUB Participation Change Orders Evaluations Milestones

Construction Contractor's Good-Faith Effort Affidavit

- 1 - (10 pts) Contacted minority businesses.
- 2 - (10 pts) Made the construction plans, specifications and requirements available.
- 3 - (15 pts) Broken down or combined elements of work.
- 4 - (10 pts) Worked with minority trade, community or contractor organizations.
- 5 - (10 pts) Attended prebid meetings scheduled by the public owner
- 6 - (20 pts) Provided assistance in getting required bonding or insurance
- 7 - (15 pts) Negotiated in good faith with interested minority businesses.
- 8 - (25 pts) Provided assistance to an otherwise qualified minority business.
- 9 - (20 pts) Negotiated joint venture and partnership arrangements.
- 10 - (20 pts) Provided quick pay agreements and policies.

Attach to Bid Attach to Bid Attach to Bid Attach to Bid Attach to Bid Attach to Bid Attach to Bid Attach to Bid
State of North Carolina AFFIDAVIT A – Listing of Good Faith Efforts

County of _____

Affidavit of _____ (Name of Bidder)

I have made a good faith effort to comply under the following areas checked:

Bidders must earn at least 50 points from the good faith efforts listed for their bid to be considered responsive. (1 NC Adm. Code 15A 0102)

- 1 – (10 pts) Contacted minority businesses that were known to the contractor, or a subcontractor, before the bid date and notified them of the opportunity.
- 2 – (10 pts) Made the construction plans, specifications, or providing these to minority businesses, or providing these to minority businesses.
- 3 – (15 pts) Broken down or combined participation.
- 4 – (10 pts) Worked with minority trade organizations, Historically Underutilized Businesses, or recruitment of minority businesses.
- 5 – (10 pts) Attended prebid meetings.
- 6 – (20 pts) Provided assistance in getting required bonding or insurance for subcontractors.
- 7 – (15 pts) Negotiated in good faith with unqualified without sound reasons based on lack of qualification should have the right to be considered.
- 8 – (25 pts) Provided assistance to an applicant for capital, lines of credit, or joint pay agreements that is ordinarily required. Assist bidder's suppliers in order to help minority businesses.
- 9 – (20 pts) Negotiated joint venture or partnership to increase opportunities for minority businesses possible.
- 10 – (20 pts) Provided quick pay agreements to meet cash-flow demands.

The undersigned, if apparent low bidder, hereby certifies that the identification of Minority Business Partners was executed with the Owner. Substitution of a partner is prohibited. Failure to abide by this statutory provision will result in the bidder being considered non-responsive.

The undersigned hereby certifies that the bidder is committed and is authorized to bind the bidder.

Date: _____ Name of Author: _____



State of _____
 Subscribed and sworn to before me on _____
 Notary Public _____
 My commission expires _____

For this project we will be using AFFIDAVIT A – Listing of Good Faith Efforts. (AFFIDAVIT A, B,C & D forms are located under the Example forms at the back of this presentation.)

- Construction Contractor's Good-Faith Effort Affidavit.**
 (Check off the following)
- ✓ Contacted minority businesses.
 - ✓ Made the Construction plans, specifications and requirements available.
 - ✓ Attended pre-bid meetings scheduled by the public owner
 - ✓ Provided quick pay agreements and policies.

G.S. 143-128 / Historically Underutilized Minority Businesses (HUB)
 • Forms can be found on Pages 117 through 119.

Click the Radio Button "Action," "Save."

Construction Contractor's Good-Faith Efforts **checked Responsive.**

Upon "save," Notification shows Affidavit and Good Faith Efforts updated successfully.

USER: dafokes VIEW: Community Colleges Logout

Programs Funds Change Request My Account Reports Data Forms Help

Affidavit and Good Faith Efforts updated successfully.

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only
_Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation
_Design #: 20-21240-01 - LS3P Associates LTD.
_Package: 20-21240-01A - Technology Building 1 and 2, Roof Renovation
_Construction Contract #: 20-21240-01A-1 - BAKER ROOFING COMPANY

Construction Contract Detail Bid Items **HUB Good-Faith Efforts** HUB Participation Change Orders Evaluations Milestones

Action Close

Construction Contractor's Good-Faith Effort Affidavit

- 1 - (10 pts) Contacted minority businesses.
- 2 - (10 pts) Provided assistance in getting required bonding or insurance requirements available.
- 3 - (10 pts) Provided assistance in getting required bonding or insurance for organizations.
- 4 - (10 pts) Provided assistance in getting required bonding or insurance for owner.
- 5 - (20 pts) Provided assistance in getting required bonding or insurance for organizations.
- 6 - (20 pts) Provided assistance in getting required bonding or insurance for owner.
- 7 - (15 pts) Negotiated in good faith with interested minority businesses.
- 8 - (25 pts) Provided assistance to an otherwise qualified minority business.
- 9 - (20 pts) Negotiated joint venture and partnership arrangements.
- 10 - (20 pts) Provided quick pay agreements and policies.

State Construction Manual: Good-Faith Efforts

Affidavit Execution

* Company Submitting Affidavit: BAKER ROOFING COMPANY

* Date: 11/04/2019

GFE Assessment (50 points required to be considered responsive)

Points Achieved: 50

✓ Responsive

Comments Uploads Project Managers

Date	User_Id	Name	Text
5/7/2020 2:03:30 PM	System	Interscope	Affidavit and Good Faith Efforts added to Construction Contract on May 7 2020
5/7/2020 9:27:42 AM	dafokes	Dorrine Folkes	Milestones synced from Construction Contract Detail tab on 05/07/2020 by dafokes
5/7/2020 9:27:41 AM	System	Interscope	Construction Contract created on May 7 2020 9:27AM by dafokes

5/7/2020 1:40:39 PM [1588873195188]

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Report a Problem

Add Comment

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only
_Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation
_Design #: 20-21240-01 - LS3P Associates LTD.
_Package: 20-21240-01A - Technology Building 1 and 2, Roof Renovation
_Construction Contract #: 20-21240-01A-1 - BAKER ROOFING COMPANY

[Construction Contract Detail](#) [Bid Items](#) [HUB Good-Faith Efforts](#) **HUB Participation** [Change Orders](#) [Evaluations](#) [Milestones](#)

HUB Participation tab – Entering Subcontractors

[Action](#) [Close](#)

Construction Contract HUB Participation

General Contractor: **BAKER ROOFING COMPANY**
GC HUB Type: **Not a HUB**
 HUB Data is FINAL as of: / /

HUB Participation Summary (Certified Only)

	Awarded	Current
Construction Contract Amount:	\$413,250.00	\$413,250.00
Total HUB Participation:	\$0.00	\$0.00
HUB %:	0.0%	0.0%
HUB (Prime) %:	0.0%	0.0%

Show HUB Details/Status as of [Award](#)

Source of Information:
 Affidavit B
 Affidavit C [\(GFEs req'd\)](#)
 Affidavit D [\(GFEs req'd\)](#)

Contractor	HUB Type	HUB Certified?	CSI Division	Work	Awarded	Current Contract	Payments To Date	Final Payment?
------------	----------	----------------	--------------	------	---------	------------------	------------------	----------------

0 found [Add Subcontractor](#)

[Comments](#) [Uploads](#) [Project Managers](#)

Date	User_Id	Name	Text
5/7/2020 2:03:30 PM	System	Interscope	Affidavit and Good Faith Efforts added to Construction Contract on May 7 2020
5/7/2020 9:27:42 AM	dafokes	Dorrine Fokes	Milestones synced from Construction Contract Detail tab on 05/07/2020 by dafokes
5/7/2020 9:27:41 AM	System	Interscope	Construction Contract created on May 7 2020 9:27AM by dafokes

Click on "Add Subcontractor"

[Add Comment](#)

Enter the following:
Name: Drain

Click on
"Search."

Note:

- If the vendor cannot be found in the Interscope database, click on "Not Found – Submit Request."
- Vendor must be registered in the NC IPS System for the Interscope Administrator to pull designer into the Interscope System.

Select the vendor whose HUB status is populated under the "HUB Type." Verify correct HUB vendor and click select.

"Select" East Coast Drainage System, HUB Type - F (Certified.)

Add Subcontractor...

Name: Email:
HUB Certified?: Contact Person:
Address: City:
State: Zip:
Phone:

	Company	City, State	Voice	Contact	Email	HUB Type	Int	IPS	IPS Sequence	IPS Location
SELECT	Curlin Trucking and Drainage	CHARLOTTE	704-525-8540			Unknown	x		0	0
SELECT	National Roof Drainage, LLC		800-909-5353			Unknown	x	x	41611	47089
SELECT	Standard Plumbing Sewer & Drain, Inc.		252-264-3696			Unknown	x		0	0
SELECT	Sasser Grading & Drainage	Grifton	252-524-4683			Unknown	x	x	71423	80742
SELECT	JC Drainage					Unknown	x		0	0
SELECT	East Coast Drainage Systems	Reidsville	443-807-4448	Sanders, Derrick	derrick@eastcoastdrainagesystems.co	F (Certified)	x	x	88132	100892
SELECT	Sewer and Drain Medic, Inc.	Wilmington	(910) 520-	Woodlock, John	seweranddrainmedic@gmail.com	Not a HUB	x	x	125109	140761
REQUEST	East Coast Drainage Systems	Reidsville, NC	410-937-1526	Sanders, Melissa	melissa@eastcoastdrainagesystems.co	F (Certified)		x	88132	104859
REQUEST	Jaamco Drain Cleaning & Video	Indian Trail, NC	704-545-0355	Ammons, Angela	jaamco06@aol.com	Not a HUB		x	61823	100567
REQUEST	The Drainage Solution Company	Elm City, NC	252-399-9278	Hartsell, Melissa	accounting@thedrainagesolution.com	Not a HUB		x	129310	145022

Click the Radio Button "Action," "Save."

Construction Contract #: 20-21240-01A-1 - BAKER ROOFING COMPANY

Construction Contract Detail | Bid Items | HUB Good-Faith Efforts | **HUB Participation** | Change Orders | Evaluations | Milestones

Action Close

Construction Contract HUB Participation

General Contractor: BAKER ROOFING COMPANY
GC HUB Type: Not a HUB
 HUB Data is FINAL as of: / /

Show HUB Details/Status as of: Award

Source of Information:
 Affidavit B
 Affidavit C (GFEs req'd)
 Affidavit D (GFEs req'd)

HUB Participation Summary (Certified Only)		Awarded	Current
Construction Contract Amount:		\$413,250.00	\$413,250.00
Total HUB Participation:		\$0.00	\$0.00
HUB %:		0.0%	0.0%
HUB (Prime) %:		0.0%	0.0%

Contractor	HUB Type	HUB Certified?	CSI Division	Work	Awarded	Current Contract	Payments To Date	Final Payment?
East Coast Drainage Systems	F	Y	--- Select ---		\$ 0.00	\$ 0.00	\$0.00	N

found

Upon save, the Contractor, HUB Type and HUB Certified automatically populates and data fields open.

Enter the following:
CSI Division: Drop down box, "Select"
07D – Flashing and Sealant.

Construction Contract HUB Participation

BAKER ROOFING COMPANY
Not a HUB
/ /

Show HUB Details/Status as of: Award

Source of Information: Affidavit B

HUB Participation Summary (Certified Only)		Awarded	Current
Construction Contract Amount:		\$413,250.00	\$413,250.00
Total HUB Participation:		\$0.00	\$0.00
HUB %:		0.0%	0.0%
HUB (Prime) %:		0.0%	0.0%

Contractor	HUB Type	HUB Certified?	CSI Division	Work	Awarded	Current Contract	Payments To Date	Final Payment?
found	F	Y	07D	Flashing and Sealant	\$ 0.00	\$ 0.00	\$0.00	N

Comments | Uploads | Project Managers

Date: User: JH Items

07D - Flashing and Sealant

- 07 - Roofing
- 07D - Flashing and Sealant
- 07E - Roofing
- 08 - Openings (Windows, Doors, Hardware, Glazing)
- 08A - Glazing, Glass and Mirrors
- 08B - Windows
- 08C - Door and Frame
- 08D - Hardware (Painting, Flooring, Ceiling, Drywall)
- 08E - Painting (All Types)
- 08F - Carpentry (All Types)
- 08G - Hard and Ceramic Tile
- 08H - Wood Floor
- 08I - Gypsum Drywall
- 08J - Plaster Wall
- 08K - Acoustical Ceiling
- 08L - Signage
- 08M - Toilet Accessories
- 08N - Fire Protection (Specialties)
- 08P - Interior Partitions
- 09 - Equipment (Residence, Healthcare, Commercial, Restaurant, Educational, etc)

Note: The awarded amount can be found on the Identification of the HUB Form located on the original contract.

Construction Contract #: 20-21240-01A-1 - BAKER ROOFING COMPANY

Construction Contract Detail | Bid Items | HUB Good-Faith Efforts | **HUB Participation** | Change Orders | Evaluations | Milestones

Construction Contract HUB Participation

General Contractor: BAKER ROOFING COMPANY
GC HUB Type: Not a HUB

HUB Data is FINAL as of: / /

Show HUB Details/Status as of: Award

Entering the following:
Work: Roof Repair
Awarded: 200,00.00
Current Contract: 200,000.00

HUB Participation Summary (Certified Only)

	Awarded	Current
Construction Contract Amount:	\$413,250.00	\$413,250.00
Total HUB Participation:	\$0.00	\$0.00
HUB %:	0.0%	0.0%
HUB (Prime) %:	0.0%	0.0%

Contractor	HUB Type	HUB Certified?	CSI Division	Work	Awarded	Current Contract	Payments To Date	Final Payment?
East Coast Drainage Systems	F	Y	- 07D - Flashing and Sealant	Roof Repair	\$ 200,000.00	\$ 200,000.00	\$0.00	N

1 found Add Subcontractor

Action **Close**

Click the Radio Button "Action," "Save."

Upon save, the Contractor:
Add "Field Box" opens.

Click on the Add "Field Box"
Enter the number "1,"
click on the "+" sign

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USER: dafokes VIEW: Community Colleges Logout

Home Companies New FCAP Authorizations Programs Funds Change Request My Account Reports Data Forms Help

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only
_Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation
_Design #: 20-21240-01 - LS3P Associates LTD.
_Package: 20-21240-01A - Technology Building 1 and 2, Roof Renovation
_Construction Contract #: 20-21240-01A-1 - East Coast Drainage Systems
Contractor: East Coast Drainage Systems
Payments

Contractor: East Coast Drainage Systems
Contract: Construction Contract #: 1 - East Coast Drainage Systems

Add line(s) **+**

Action **Close**

5/11/2020 7:47:07 AM [1589193094345] InterscopePlus 2020-01.0430 Copy

Click the Radio Button "Action," "Save."

Construction Contract HUB Participation

General Contractor: BAKER ROOFING C

GC HUB Type: Not a HUB

HUB Data is FINAL as of: / /

Show HUB Details/Status as of: Award

Source of Information: Affidavit B Affidavit C (GFEs req'd) Affidavit D (GFEs req'd)

HUB Participation Summary (Certified Only)

	Awarded	Current
Construction Contract Amount:	\$413,250.00	\$413,250.00
Total HUB Participation:	\$200,000.00	\$200,000.00
HUB %:	48.4%	48.4%
HUB (Prime) %:	48.4%	48.4%

Contractor	HUB Type	HUB Certified?	CSI Division	Work	Awarded	Current Contract	Payments To Date	Final Payment?
East Coast Drainage Systems	F	Y	- 07D - Flashing and Sealant	Roof Repair	\$ 200,000.00	\$ 200,000.00	\$0.00	N

[Add Subcontractor](#)

Once saved, you can then click on the Payments to Date "\$0.00" field box, which will then open additional fields.

Enter the following in the Payment to Date field boxes:

Payment Date: 01/09/2020

Payment Amount: 200,000.00

Contractor Pay App Number: 200,000.00

Final Payment: Click inside the box to add "check."

The AIA (Payment Application packet) includes an Appendix E "MBE Documentation for Construction Payments." Example of an Appendix E form can be found on page 119.

Contractor: East Coast Drainage Systems

Contract: Construction Contract #: 1 - East Coast Drainage Systems

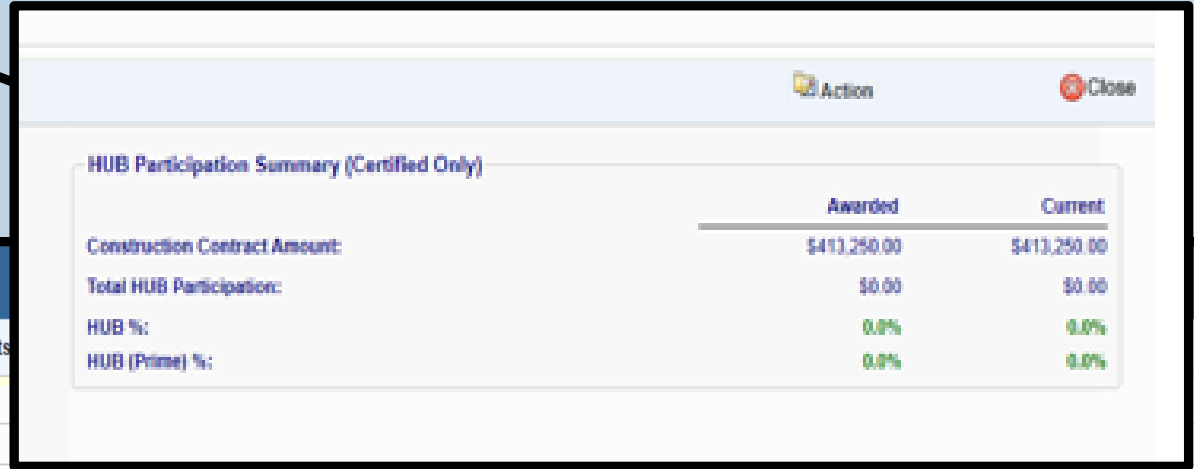
Add 1 line(s) +

Sl. No.	Payment Date	Payment Amt	Contractor Pay App Number	Final Payment	Action
1	01/09/2020	\$ 0.00		<input type="checkbox"/>	Delete

[Action](#) [Close](#)

Click the Radio Button "Action," "Save" and then click on "Close" to exist screen.

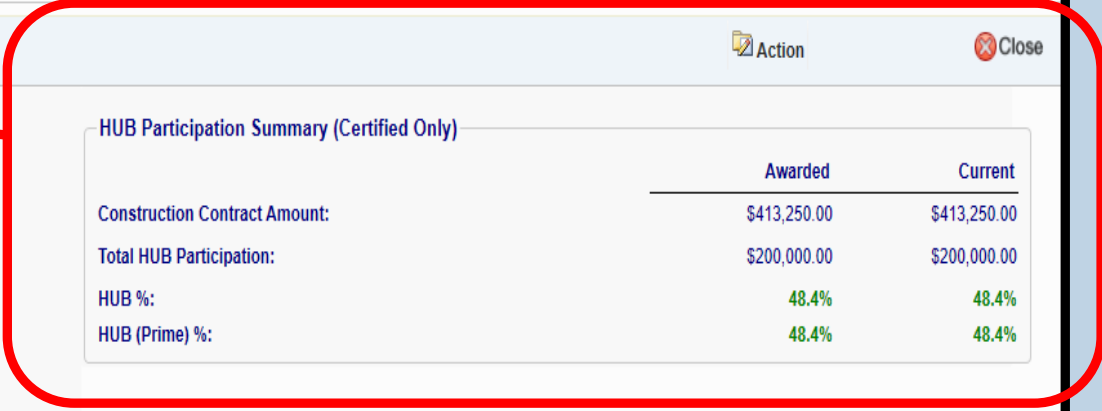
Recap: Prior to adding the HUB Subcontractor there was no recordable HUB participation.



HUB Participation Summary (Certified Only)

	Awarded	Current
Construction Contract Amount:	\$413,250.00	\$413,250.00
Total HUB Participation:	\$0.00	\$0.00
HUB %:	0.0%	0.0%
HUB (Prime) %:	0.0%	0.0%

Review the HUB Participation Summary to see HUB % recorded after entering HUB contractor.

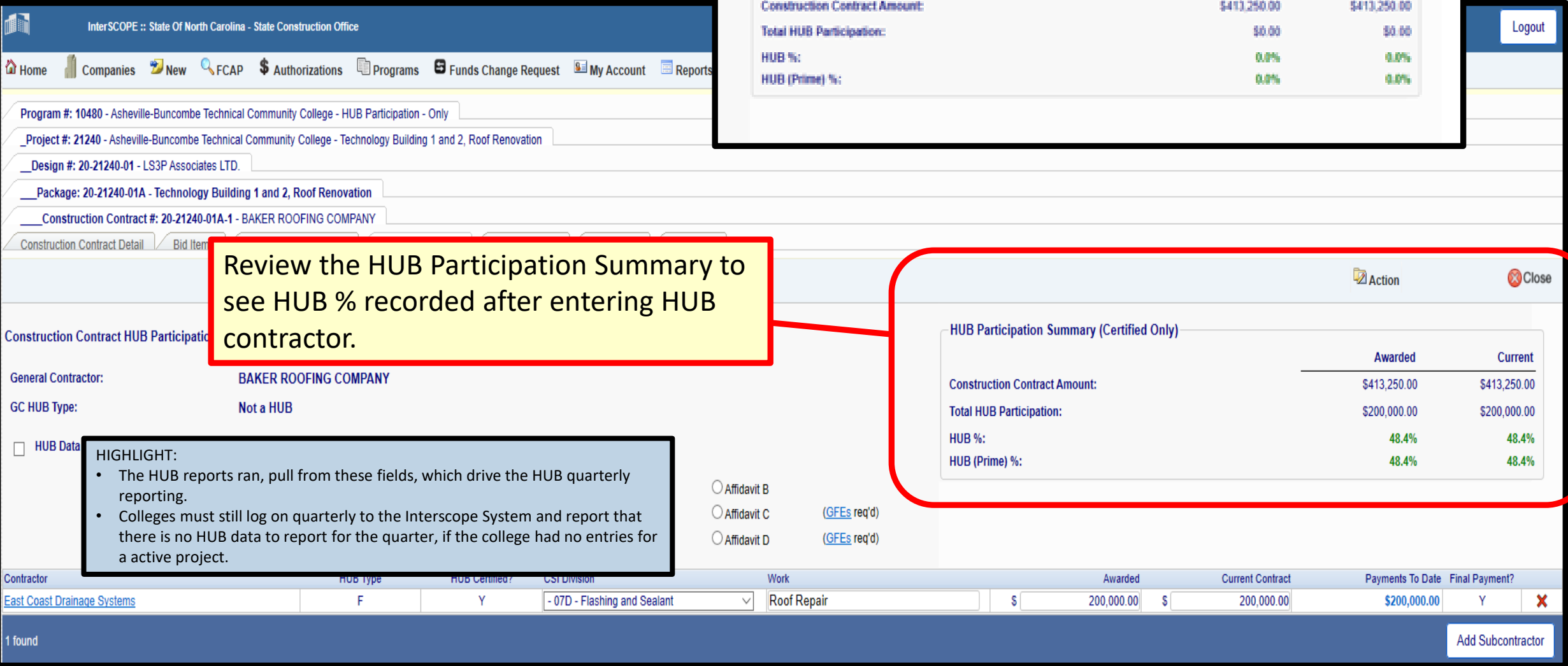


HUB Participation Summary (Certified Only)

	Awarded	Current
Construction Contract Amount:	\$413,250.00	\$413,250.00
Total HUB Participation:	\$200,000.00	\$200,000.00
HUB %:	48.4%	48.4%
HUB (Prime) %:	48.4%	48.4%

HIGHLIGHT:

- The HUB reports ran, pull from these fields, which drive the HUB quarterly reporting.
- Colleges must still log on quarterly to the Interscope System and report that there is no HUB data to report for the quarter, if the college had no entries for a active project.



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Home Companies New FCAP Authorizations Programs Funds Change Request My Account Reports

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only

Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation

Design #: 20-21240-01 - LS3P Associates LTD.

Package: 20-21240-01A - Technology Building 1 and 2, Roof Renovation

Construction Contract #: 20-21240-01A-1 - BAKER ROOFING COMPANY

Construction Contract Detail Bid Item

Construction Contract HUB Participation

General Contractor: BAKER ROOFING COMPANY

GC HUB Type: Not a HUB

HUB Data

Affidavit B


Affidavit C (GFEs req'd)

Affidavit D (GFEs req'd)

Contractor	HUB type	HUB Certified?	CSD Division	Work	Awarded	Current Contract	Payments To Date	Final Payment?
East Coast Drainage Systems	F	Y	- 07D - Flashing and Sealant	Roof Repair	\$ 200,000.00	\$ 200,000.00	\$200,000.00	Y

1 found

Add Subcontractor



Design, Construction and Other Expenditures.

**Entering Invoices
and
payment amounts?**



Entering Design Expenditures

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Home Companies New FCAP Authorizations Programs Funds Change Request My Account Reports Data Forms Help

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only

Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation

__Design #: 20-21240-01 - LS3P Associates LTD.

__Package: 20-21240-01A - Technology Building 1 and 2, Roof Renovation

__Construction Contract #: 20-21240-01A-1 - BAKER ROOFING COMPANY

Construction Contractor's Good-Faith Efforts HUB Participation Change Orders Evaluations Milestones

Construction Contractor's Good-Faith Effort Affidavit State Constr

1 - (10 pts) Contacted minority businesses.

Click on the "Project #:" file tab.

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Home Companies New FCAP Authorizations Programs Funds Change Request My Account Reports Data Forms Help

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only

_Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation

Project Cost Estimate Project Type **Financial Worksheet** Contracts Primavera Link Milestones Closeout Project Evaluations

Estimated vs Committed Contingency Expenditures - Design Expenditures - Construction Expenditures - Other

Click on the Financial "Expenditures - Design" tab.

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Commitment(s) and Expenditures Saved successfully

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only

Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation

[Project](#) [Cost Estimate](#) [Project Type](#) **[Financial Worksheet](#)** [Contracts](#) [Primavera Link](#) [Milestones](#) [Closeout Project](#) [Evaluations](#)

[Estimated vs Committed](#) [Contingency](#) **[Expenditures - Design](#)** [Expenditures - Construction](#) [Expenditures - Other](#)

[Close](#)

Expenditure Details

Cost Category: Design

Commitment: #1 - LS3P Associates LTD.

Total: Design Contracts	\$38,000.00	\$0.00	\$38,000.00
-------------------------	-------------	--------	-------------

[Add New Row](#)

[Save](#)

[Uploads](#) [Comments](#) [Project Managers](#)

Delete?	Date	Type	File Name	Description	Uploaded By
0 found					

[Upload Files](#)

5/8/2020 8:26:08 AM [1588940566776] InterscopePlus 2020-01.0430 Copyright © 2020 - State of North Carolina : Department of Administration : State Construction Office [Report a Problem](#)

Click on "Add New Row."

Note: If you do not have this feature to "Add New Row" go back to the Design (detail) tab and verify the Design status is showing Active.

Contract# 1

* Contract ID: 20-21240-01

SCO Oversight: A - Advisory/Courtesy

* SCO Plan Review: Courtesy

Contract Type:

Contract Status:

InterSCOPE :: State of North Carolina - State Construction Office USER: dafoke VIEW: Community Colleges [Logout](#)

Home Companies New FCAP Authorizations Programs Funds Change Request My Account Reports Data Forms Help

Commitment(s) and Expenditures Saved successfully

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only
 _Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation

Project Cost Estimate Project Type **Financial Worksheet** Contracts Primavera Link Milestones Closeout Project Evaluations

Estimated vs Committed Contingency Expenditures - Design Expenditures - Construction Expenditures - Other

1 Commitment:#1 – LS3P Associates LTD.
 Enter the following:
Invoice: 123
Date: 01/07/2020
Amount: 15,000.00
Agency Funding Code: County Appr.

2 Click the Radio Button "Save."

Committed	Invoice	Date	Amount	Agency Funding Code	Open
Required	05/08/2020		\$ 0.00		Delete
\$38,000.00			\$0.00		\$38,000.00
\$38,000.00			\$0.00		\$38,000.00

Upload Files [Report a Problem](#)

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Expenditures Saved successfully

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only
 _Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation

Project Cost Estimate Project Type **Financial Worksheet** Contracts Primavera Link Milestones Closeout Project Evaluations

Estimated vs Committed Contingency **Expenditures - Design** Expenditures - Construction Expenditures - Other

Upon "save," Notification shows Expenditures Saved Successfully.

Expenditure Details
 Cost Category: Design

Commitment: #1 - LS3P Associates LTD.

Vendor	Committed	Invoice	Date	Amount	Agency Funding Code	Open
LS3P Associates LTD.		123	01/09/2020	\$ 15,000.00	County Appr.	Delete
	\$38,000.00			\$15,000.00		\$23,000.00
Total: Design Contracts	\$38,000.00			\$15,000.00		\$23,000.00

Uploads Comments Project Managers

Delete?	Date	Type	File Name	Description	Uploaded By
0 found					

Upload Files [Report a Problem](#)

5/8/2020 3:02:23 PM [1588964366991] InterscopePlus 2020-01.0430 Copyright © 2020 - State of North Carolina : Department of Administration : State Construction Office

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only
 Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation

Project Cost Estimate Project Type **Financial Worksheet** Contracts Primavera Link Milestones Closeout Project Evaluations

Estimated vs Committed Contingency **Expenditures - Design** Expenditures - Construction Expenditures - Other

Expenditure Details

Cost Category: Design

Commitment: #1 - LS3P Associates LTD. [Add New Row](#)

Vendor	Committed	Invoice	Date	Amount	Agency Funding Code	Open
LS3P Associates LTD.		123	01/09/2020	\$ 15,000.00	County Appr.	
	\$38,000.00			\$15,000.00		\$23,000.00
Total: Design Contracts	\$38,000.00			\$15,000.00		\$23,000.00

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Click on "Add New Row."

Commitment:#1 – LS3P Associates LTD.
 Add final invoice/Enter the following:
Invoice: 124
Date: 01/20/2020
Amount: 23,000.00
Agency Funding Code: County Appr.

Commitment: #1 - LS3P Associates LTD. [Add New Row](#)

Vendor	Committed	Invoice	Date	Amount	Agency Funding Code	Open
LS3P Associates LTD.		123	01/09/2020	\$ 15,000.00	County Appr.	
LS3P Associates LTD.		124	01/20/2020	\$ 23,000.00	County Appr.	
	\$38,000.00			\$38,000.00		\$0.00
Total: Design Contracts	\$38,000.00			\$38,000.00		\$0.00

Uploads Comments Project Managers

Delete?	Date	Type	File Name	Description	Uploaded By
0 found					

5/8/2020 3:02:23 PM [1588964366991] InterscopePlus 2020-01.0430 Copy

Save

Click the Radio Button "Save."

Upon "save," Notification shows Expenditures Saved Successfully.

This is an example of how you would enter a Design amendment to your project if you had one. In this exercise we will not be adding a Design Amendment.

The screenshot shows the InterSCOPE web application interface. At the top, the header includes the user name 'USER: dafokes' and the view 'VIEW: Community Colleges'. Below the header is a navigation menu with options like Home, Companies, New, FCAP, Authorizations, Programs, Funds Change Request, My Account, Reports, Data, Forms, and Help. The main content area displays details for a contract with ID 20-21240-01. The 'Amendments' tab is selected, and a red arrow points to it from a yellow callout box that says 'Click on "Amendments."'.

Click on "Amendments."

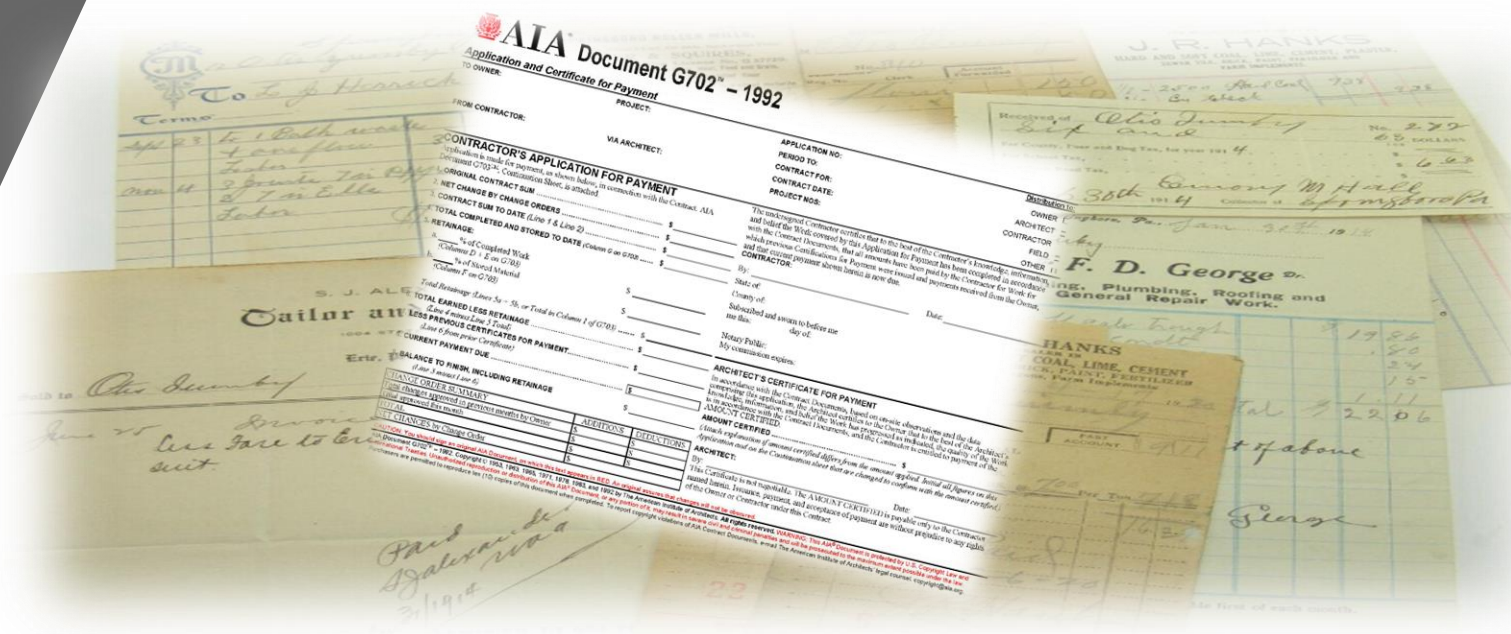
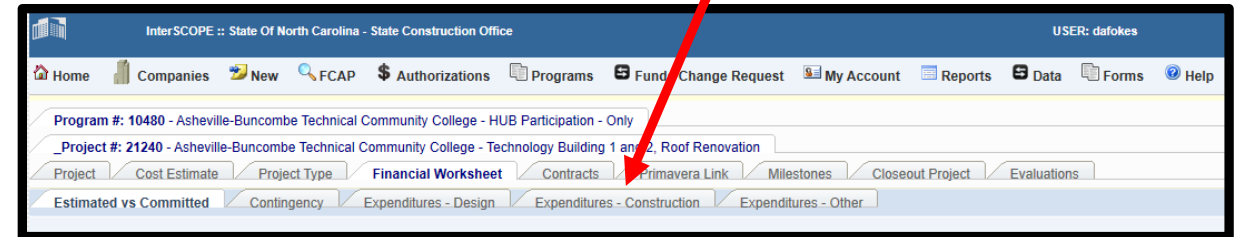
This screenshot shows a detailed view of the 'Amendments' tab. It includes a table with columns for #, DESCRIPTION, \$DESIGN FEE, \$ADVANCE PLANNING, \$CONSTRUCTION, \$CONTINGENCY, AMENDMENT DATE, SIGNED DESIGNER, SIGNED AGENCY, and SCO RECEIPT. A red arrow points from a yellow callout box that says 'Click on "Add Amendment."' to the 'Add Amendment' button located at the bottom right of the interface.

Click on "Add Amendment."

More details on how to Add a Designer Amendment can be located under the "?Help," user Training Modules labeled "Design Amendments."

Entering Construction Expenditures

Click on the "Expenditures – Construction" tab.



Click on "Add New Row."

InterSCOPE :: State Of North Carolina - State Construction Office USER: dafokes VIEW: Community Colleges Logout

Home Companies New FCAP Authorizations Programs Funds Change Request My Account Reports Data Forms Help

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only
_Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation

Project Cost Estimate Project Type **Financial Worksheet** Contracts Primavera Link Milestones Closeout Project Evaluations

Estimated vs Committed Contingency Expenditures - Design Expenditures - Construction Expenditures - Other

Close

Expenditure Details Save

Cost Category: Construction

Commitment: #1 - BAKER ROOFING COMPANY

Total: Construction Contracts	\$413,250.00	\$0.00	\$413,250.00
-------------------------------	--------------	--------	--------------

Uploads Comments Project Managers

Delete?	Date	Type	File Name	Description	Uploaded By
0 found					

Upload Files

5/7/2020 3:07:09 PM [1588878415334] InterscopePlus 2020-01.0430 Copyright © 2020 - State of North Carolina : Department of Administration : State Construction Office Report a Problem

There are five invoices to enter. Add five rows by clicking on "Add New Row" five times.

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USER: dafokes VIEW: Community Colleges Logout

Home Companies New FCAP Authorizations Programs Funds Change Request My Account Reports Data Forms Help

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only

Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation

Project Cost Estimate Project Type **Financial Worksheet** Contracts Primavera Link Milestones Closeout Project Evaluations

Estimated vs Committed Contingency Expenditures - Design Expenditures - Construction Expenditures - Other

Close

Expenditure Details

Cost Category: Construction Save

Commitment: #1 - BAKER ROOFING COMPANY

[Add New Row](#)

Vendor	Committed	Invoice	Date	Amount	Agency Funding Code	Open
BAKER ROOFING COMPANY		Required *	05/07/2020	\$ 0.00		Delete
BAKER ROOFING COMPANY		Required *	05/07/2020	\$ 0.00		Delete
BAKER ROOFING COMPANY		Required *	05/07/2020	\$ 0.00		Delete
BAKER ROOFING COMPANY		Required *	05/07/2020	\$ 0.00		Delete
BAKER ROOFING COMPANY		Required *	05/07/2020	\$ 0.00		Delete
	\$413,250.00			\$0.00		\$413,250.00
Total: Construction Contracts	\$413,250.00			\$0.00		\$413,250.00

Uploads Comments Project Managers

Delete?	Date	Type	File Name	Description	Uploaded By
0 found					

5/7/2020 3:14:57 PM [1588878415334]

Upload Files Report a Problem

Note:

- It is very important to ensure the dates on your contract and design tabs are correct.
- Invoice dates must occur after a contract date or the system will generate an error message and will not allow you enter the invoice data. If this occurs, click on the radio button in the lower right-hand corner to "Report a Problem."

Fill-in the data open data fields:

- Invoice number
- Date
- Amount
- Agency Funding Code

Expenditure Details

Cost Category: Construction

Commitment: #1 - BAKER ROOFING COMPANY [Add New Row](#)

Vendor	Committed	Invoice	Date	Amount	Agency Funding Code	Open
BAKER ROOFING COMPANY		<input type="text" value="01"/>	<input type="text" value="01/06/2020"/>	\$ <input type="text" value="150,000.00"/>	<input type="text" value="County Appr."/>	Delete
BAKER ROOFING COMPANY		<input type="text" value="02"/>	<input type="text" value="01/08/2020"/>	\$ <input type="text" value="135,000.00"/>	<input type="text" value="County Appr."/>	Delete
BAKER ROOFING COMPANY		<input type="text" value="03"/>	<input type="text" value="01/10/2020"/>	\$ <input type="text" value="583.00"/>	<input type="text" value="County Appr."/>	Delete
BAKER ROOFING COMPANY		<input type="text" value="04"/>	<input type="text" value="01/13/2020"/>	\$ <input type="text" value="100,000.00"/>	<input type="text" value="County Appr."/>	Delete
BAKER ROOFING COMPANY		<input type="text" value="05"/>	<input type="text" value="01/14/2020"/>	\$ <input type="text" value="27,667.00"/>	<input type="text" value="County Appr."/>	Delete
	\$413,250.00			\$0.00		\$413,250.00
Total: Construction Contracts	\$413,250.00			\$0.00		\$413,250.00

[Save](#)

Click the Radio Button "Save."

Upon save, notification shows "Expenditures Saved successfully."

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Home Companies New FCAP Authorizations Programs Funds Change Request My Account Reports Data Forms Help

Expenditures Saved successfully

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only
_Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation

Project Cost Estimate Project Type **Financial Worksheet** Contracts Primavera Link Milestones Closeout Project Evaluations

Estimated vs Committed Contingency Expenditures - Design **Expenditures - Construction** Expenditures - Other

Close

Expenditure Details Save

Cost Category: Construction

Commitment: #1 - BAKER ROOFING COMPANY Add New Row

Vendor	Committed	Invoice	Date	Amount	Agency Funding Code	Open
BAKER ROOFING COMPANY		01	01/06/2020	\$ 150,000.00	County Appr.	Delete
BAKER ROOFING COMPANY		02	01/08/2020	\$ 135,000.00	County Appr.	Delete
BAKER ROOFING COMPANY		03	01/10/2020	\$ 583.00	County Appr.	Delete
BAKER ROOFING COMPANY		04	01/13/2020	\$ 100,000.00	County Appr.	Delete
BAKER ROOFING COMPANY		05	01/14/2020	\$ 27,667.00	County Appr.	Delete
	\$413,250.00			\$413,250.00		\$0.00
Total: Construction Contracts	\$413,250.00			\$413,250.00		\$0.00

Uploads Comments Project Managers

Delete?	Date	Type	File Name	Description	Uploaded By
0 found					

Upload Files

5/7/2020 3:21:42 PM [1588878415334] InterscopePlus 2020-01.0430 Copyright © 2020 - State of North Carolina : Department of Administration : State Construction Office Report a Problem

This is an example of how you would enter a Change Order to your project if you had one.
In this exercise we will NOT be adding a Design Amendment.

InterSCOPE :: State Of North Carolina - State Construction Office
USER: dafokes VIEW: Community Colleges Logout

Home Companies New FCAP Authorizations Programs Funds Change Request My Account Reports Data Forms Help

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only
Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation
Design #: 20-21240-01 - LS3P Associates LTD.
Package: 20-21240-01A - Technology Building 1 and 2, Roof Renovation
Construction Contract #: 20-21240-01A-1 - BAKER ROOFING COMPANY

Contractor Name: BAKER ROOFING COMPANY
Award Type: Single Prime
Approved For Bid: 2019-11-22

Click on "Change Orders"

Click under "Description"

	CONTRACT START	+	CHANGE ORDERS (Current)	=	CONTRACT (Current)	(+/-)	CHANGE ORDERS (After Change)	=	CONTRACT (After Change)	AVAILABLE TO COMMIT (Current)	AVAILABLE TO COMMIT (After Change)
Construction Days	23	+	0	=	23	(+/-)	0	=	23		
Cost (\$)	\$413,250	+	\$0	=	\$413,250	(+/-)		=	\$413,250	-\$475,000	

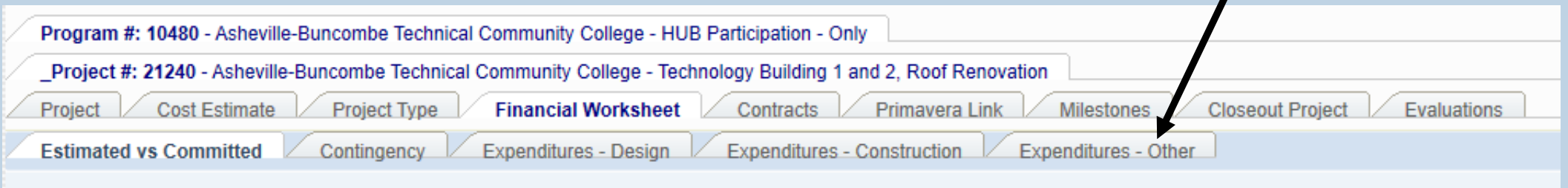
CHANGE ORDER #	DESCRIPTION	DAYS	AMOUNT

More details on how to Add a Change Orders are located under the "?Help," user Training Modules labeled "Change Orders."

NOTE: Package and Construction Contract Project Status need to be showing "under construction" or Change orders cannot be added.

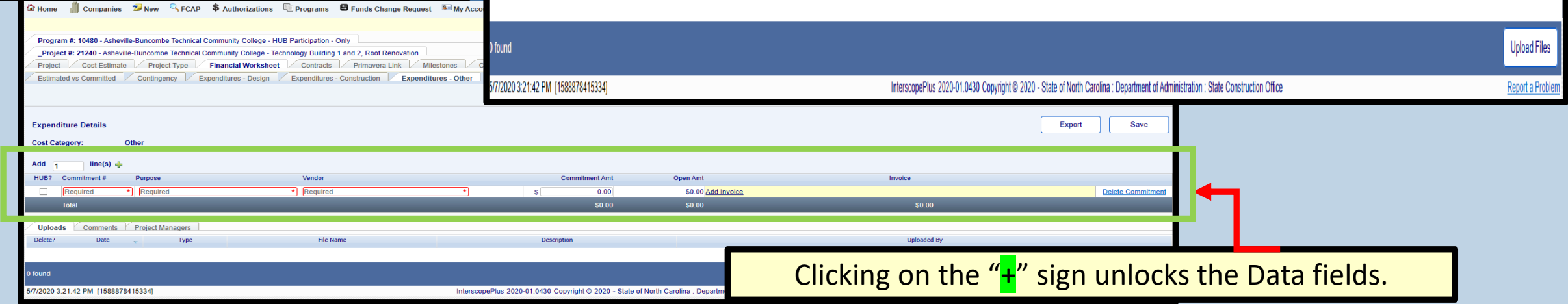
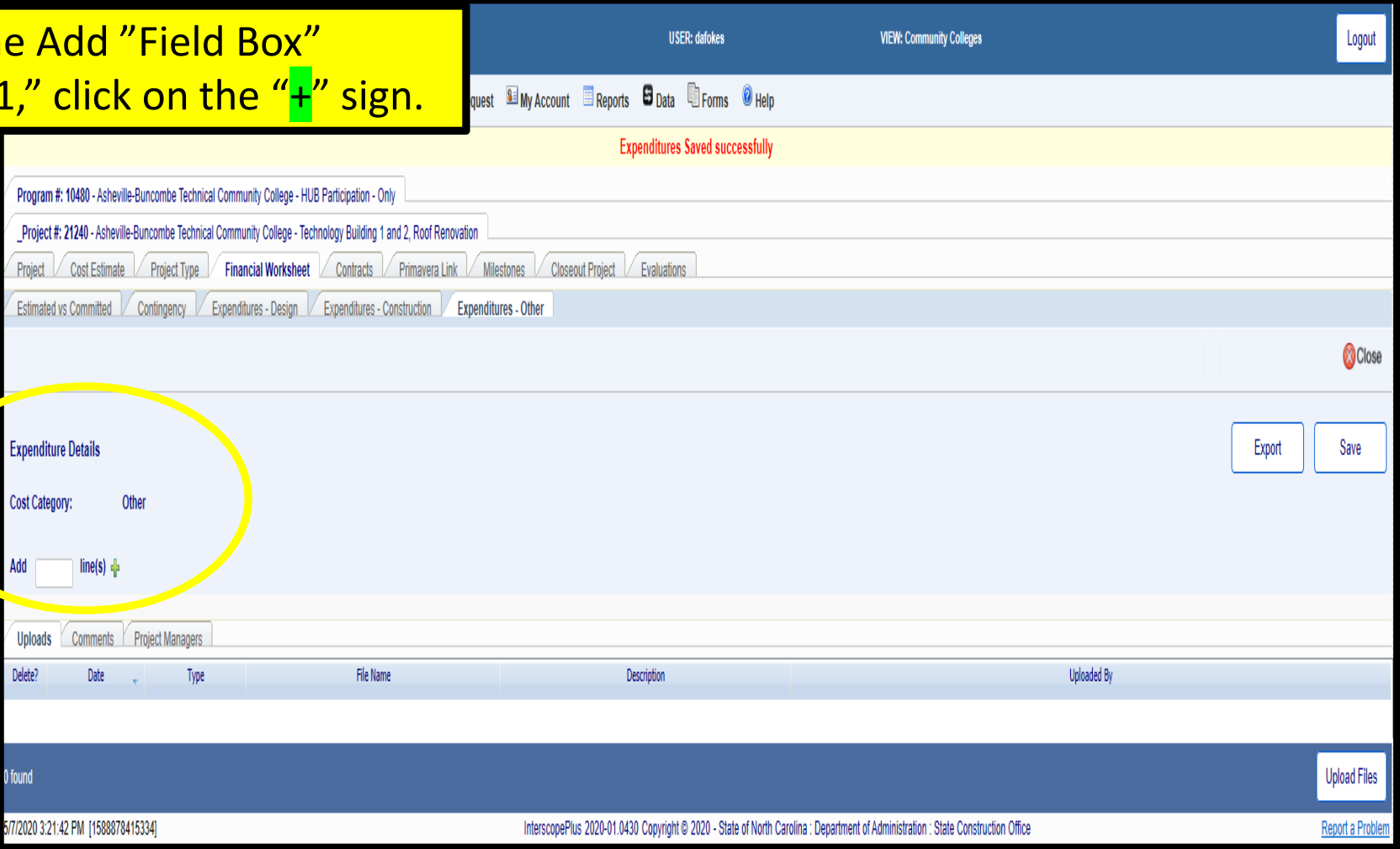
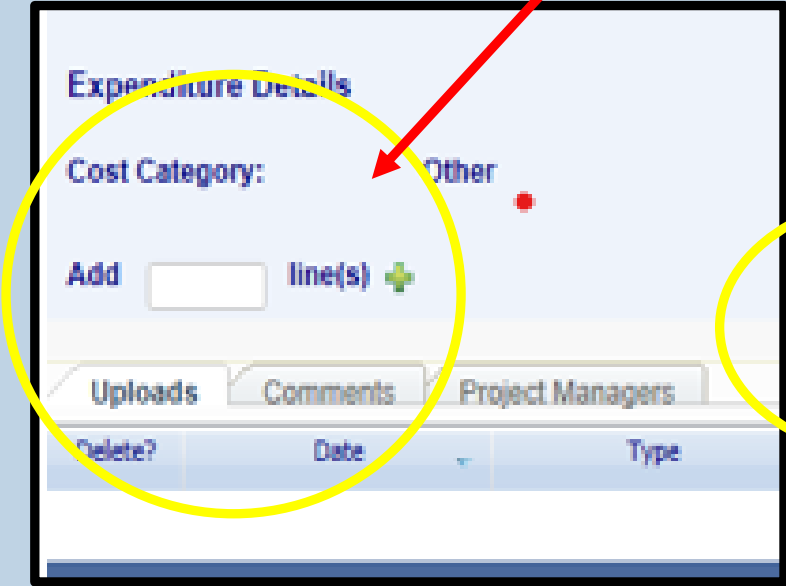
Entering Other Expenditures

Click on the Financial “Expenditures - Other” tab



Note: Other expenditures would be other owner related costs that would appropriately be charged to the project such as advertising, permits, designer reimbursables, soils exploration, etc.

Click on the Add "Field Box"
Enter number "1," click on the "+" sign.



Clicking on the "+" sign unlocks the Data fields.

“Vendor” is a manual entry box field, when data box shows. Required.

Expenditure Details

Cost Category: Other

Add line(s) +

HUB?	Commitment #	Purpose	Vendor	Commitment Amt	Open Amt	Invoice
<input type="checkbox"/>	Required *	Required	Required *	\$ 0.00	\$0.00	Add Invoice
Total				\$0.00	\$0.00	\$0.00

[Delete Commitment](#)



“Check” HUB? Manual Vendor entry disappears and now the Field Box becomes a “Search” for vendor box.

Expenditure Details

Cost Category: Other

Add line(s) +

HUB?	Commitment #	Purpose	Vendor	Commitment Amt	Open Amt	Invoice
<input checked="" type="checkbox"/>	Required *	Required	<input type="text" value="Search"/>	\$ 0.00	\$0.00	Add Invoice
Total				\$0.00	\$0.00	\$0.00

[Delete Commitment](#)

In this exercise, "Check" HUB?

1

Enter the following:
Commitment: 1
Purpose: Roof

2

Click on "Search"

3

Clicking on the "Search" opens the Vendor Search Box.

Expenditure Details

Cost Category: Other

Add 1 line(s) +

HUB?	Commitment #	Purpose	Vendor	Commitment Amt	Open Amt	Invoice
<input checked="" type="checkbox"/>	1	Waterproofing Roof		\$ 0.00	\$0.00	Add Invoice
Total				\$0.00	\$0.00	\$0.00

Uploads | Comments | Project Managers

Delete?	Date	Type	File Name	Description	Uploaded By
0 found					

5/8/2020 8:26:08 AM [1588940566776]

Vendor Search / NAME: Enter "Waterproofing Roof" in the field box and then click on "Search."

4

Clicking on Search brings up any vendors who have "roof" linked to there title/application for entry into the system. Use the scroll bar to the right, to view all the vendors.

Estimated vs Committed | Contingency | Expenditures - Design | Expenditures - Construction | Expenditures - Other

Expenditure Details

Cost Category: Of

Add 1 line(s) +

HUB? Commitment #

1

Total

Uploads | Comments

Delete? Date

0 found

5/8/2020 6:25:28 AM [15889335]

VENDOR SEARCH

Name:

Contact Person:

City:

Zip:

Email:

HUB Certified? -- Select --

Address:

State:

Phone:

	Company	City, State	Voice	Contact	Email	HUB Type	IPS Sequence	IPS Location
REQUEST	Johnson Roofing Concepts, Inc.	Marion, NC	828-659-8193	Rochester, Debbie	debsjrc@gmail.com	Not a HUB	91116	104374
REQUEST	K-Town Roofing, LLC	Huntersville, NC	704-724-6980	Brosnahan, Kimberly	kimbrosnahan@aol.com	F (Certified)	73702	83318
REQUEST	Labra's Roofing Co.	creedmoor, NC	919-339-7176	Hernandez, Yemika	labrasroofingco@gmail.com	H (Not Certified)	136677	152583
SELECT	Living Roofs, Inc.	Asheville, NC	828-252-4449	Ancaya, Emilio	emilio@livingroofsinc.com	H (Certified)	51972	58692
SELECT	Locklear Roofing INC.	Apex, NC	919-387-9527	Locklear, Jackie	jackie@locklearroofing.com	I (Certified)	61096	68975
SELECT	M.R. Waterproofing	McLeansville, NC	336-215-3639	Rodriguez, Yavonne	yrodriguez@bellsouth.net	H (Certified)	55333	62492
REQUEST	Millennium Roofing Inc.	Four Oaks, NC	919-963-9101	Alvarez, Brandi	millenniumroofsinc@gmail.com	I (Certified)	73475	83054
SELECT	Nations Roof of Carolina, LLC	Charlotte, NC	704-398-2662	Miller, Steven	smiller@nationsroof.com	Not a HUB	146476	162622
REQUEST	One Wish LLC DBA Audimute	Beachwood, OH	216-591-1891	Savage, Steve	ssavage@medicbatteries.com	Not a HUB	146847	162999
					swade@audimute.com	Not a HUB	146847	163000

[Delete Commitment](#)

[Report a Problem](#)

Click on "Select," M.R. Waterproofing, HUB Type - H (Certified.)

Enter the following:
Commitment Amt.: \$23,750.00
Click on "Add Invoice."

1

HUB?	Commitment #	Purpose	Vendor	Commitment Amt	Open Amt	Invoice
<input checked="" type="checkbox"/>	1	Waterproofing Roof	M.R. Waterproofing	\$ 0.00	\$0.00	Add Invoice
Total				\$0.00	\$0.00	\$0.00

Clicking on "Add Invoice" opens the invoice field boxes.

HUB?	Commitment #	Purpose	Vendor	Commitment Amt	Open Amt	Invoice																		
<input checked="" type="checkbox"/>	1	Waterproofing Roof	M.R. Waterproofing	\$ 23,750.00	\$0.00	<table border="1"><thead><tr><th>Invoice #</th><th>Invoice Date</th><th>Invoice Amt</th><th>Agency Funding Code</th></tr></thead><tbody><tr><td><input type="text" value="Required"/></td><td>05/08/2020</td><td>\$ 0.00</td><td><input type="text" value="Required"/></td></tr><tr><td colspan="3">Total</td><td>\$0.00</td></tr><tr><td colspan="6">Add Invoice</td></tr></tbody></table>	Invoice #	Invoice Date	Invoice Amt	Agency Funding Code	<input type="text" value="Required"/>	05/08/2020	\$ 0.00	<input type="text" value="Required"/>	Total			\$0.00	Add Invoice					
Invoice #	Invoice Date	Invoice Amt	Agency Funding Code																					
<input type="text" value="Required"/>	05/08/2020	\$ 0.00	<input type="text" value="Required"/>																					
Total			\$0.00																					
Add Invoice																								
Total				\$23,750.00	\$0.00	\$0.00																		

Enter the following:
Invoice #: 1212
Invoice Date: 01/10/2020
Invoice Amt.: 23,750.00
Agency Funding Code: County Appr.

2

HUB?	Commitment #	Purpose	Vendor	Commitment Amt	Open Amt	Invoice																		
<input checked="" type="checkbox"/>	1	Waterproofing Roof	M.R. Waterproofing	\$ 23,750.00	\$0.00	<table border="1"><thead><tr><th>Invoice #</th><th>Invoice Date</th><th>Invoice Amt</th><th>Agency Funding Code</th></tr></thead><tbody><tr><td>1212</td><td>01/10/2020</td><td>\$ 23,750.00</td><td>County Appr.</td></tr><tr><td colspan="3">Total</td><td>\$23,750.00</td></tr><tr><td colspan="6">Add Invoice</td></tr></tbody></table>	Invoice #	Invoice Date	Invoice Amt	Agency Funding Code	1212	01/10/2020	\$ 23,750.00	County Appr.	Total			\$23,750.00	Add Invoice					
Invoice #	Invoice Date	Invoice Amt	Agency Funding Code																					
1212	01/10/2020	\$ 23,750.00	County Appr.																					
Total			\$23,750.00																					
Add Invoice																								
Total				\$23,750.00	\$0.00	\$0.00																		

3

Click on "Save"

Notification now shows Commitment(s) and Expenditures Saved successfully

InterSCOPE :: State Of North Carolina - State Construction Office USER: dafokes VIEW: Community Colleges Logout

Home Companies New FCAP Authorizations Programs Funds Change Request My Account Reports Data Forms Help

Commitment(s) and Expenditures Saved successfully

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only
_Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation

Project Cost Estimate Project Type **Financial Worksheet** Contracts Primavera Link Milestones Closeout Project Evaluations

Estimated vs Committed Contingency Expenditures - Design Expenditures - Construction **Expenditures - Other**

Close

Expenditure Details Export Save

Cost Category: Other

Add line(s) +

HUB?	Commitment #	Purpose	Vendor	Commitment Amt	Open Amt	Invoice												
<input checked="" type="checkbox"/>	1	Waterproofing Roof	M.R. Waterproofing Search	\$ 23,750.00	\$0.00	<table border="1"><thead><tr><th>Invoice #</th><th>Invoice Date</th><th>Invoice Amt</th><th>Agency Funding Code</th></tr></thead><tbody><tr><td>1212</td><td>01/10/2020</td><td>\$ 23,750.00</td><td>County Appr. Delete</td></tr><tr><td colspan="2">Total</td><td>\$23,750.00</td><td></td></tr></tbody></table> Add Invoice	Invoice #	Invoice Date	Invoice Amt	Agency Funding Code	1212	01/10/2020	\$ 23,750.00	County Appr. Delete	Total		\$23,750.00	
Invoice #	Invoice Date	Invoice Amt	Agency Funding Code															
1212	01/10/2020	\$ 23,750.00	County Appr. Delete															
Total		\$23,750.00																
Total				\$23,750.00	\$0.00	\$23,750.00												

Uploads Comments Project Managers

Delete?	Date	Type	File Name	Description	Uploaded By
0 found					

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Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only
 _Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation
 _Design #: 20-21240-01 - LS3P Associates LTD.
 _Package: 20-21240-01A - Technology Building 1 and 2, Roof Renovation

Click on the "Monthly Progress" tab to enter meeting notes and project percent complete.

[Detail](#)
[Plan Reviews](#)
[Construction Contracts](#)
[Monthly Progress](#)
[Weekly Inspection](#)
[Trades Certificates and Inspections](#)
[Construction Closeout](#)
[Evaluations](#)
[Milestones](#)



Action



Package A

Oversight: A - Advisory/Courtesy
 Plan Review: Courtesy
 * Title: Technology Building 1 and 2, Roof Renovation
 * Type: Roofing
 * Status: Under Construction
 Status Reason:
 Square Footage: 0
 Plan Location:
 * County: WAKE
 Technology Building 1 and 2, Roof Renovation
 * Description:
 Designer Rep:

Bidding/Construction Contracts

Approved for Bid: 2019-11-22
 Approved for Award: 2020-01-02
 Formal Contracts? N
 * Project Delivery Method: Single Prime

Construction Administration

* Project Monitor: Unassigned
 Monthly Conference:
 Percent Complete: 0%
 Final Punchlist: Complete

Fees / Funds

Liquidated Damages (/day): 0
 CD Cost Estimate: 0
 Plan Deposit:
 Total Change Orders: \$0
 Total Construction Contract: \$413,250

Archive Information

Archive Date: / /
 Archive Box#:
 Micro Film#:

Construction Administration is updated by the CPC for all minor/Informal Projects.

[Uploads](#)
[Comments](#)
[Project Managers](#)

Delete?	Date	Type	File Name	Description	Uploaded By
---------	------	------	-----------	-------------	-------------

0 found

Upload Files

Click on "New Report."

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Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only

Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation

Design #: 20-21240-01 - LS3P Associates LTD.

Package: 20-21240-01A - Technology Building 1 and 2, Roof Renovation

[Detail](#) [Plan Reviews](#) [Construction Contracts](#) **Monthly Progress** [Weekly Inspection](#) [Trades Certificates and Inspections](#) [Construction Closeout](#) [Evaluations](#) [Milestones](#)

[Close](#)

CONFERENCE DATE	DATE RECEIVED	% THIS MONTH	% SCHEDULED	% TO DATE	COMMENTS	PROBLEM CODES
0 found						

[New Report](#) [Export](#)

[Uploads](#) [Comments](#) [Project Managers](#)

Delete?	Date	Type	File Name	Description	Uploaded By
0 found					

[Upload Files](#)

5/12/2020 10:06:27 AM [1589289401803] InterscopePlus 2020-01.0430 Copyright © 2020 - State of North Carolina : Department of Administration : State Construction Office [Report a Problem](#)

New Progress Report fields open.

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Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only
_Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation
__Design #: 20-21240-01 - LS3P Associates LTD.
___Package: 20-21240-01A - Technology Building 1 and 2, Roof Renovation
____Progress Report
_____New Progress Report

Please enter Conference and Received dates first. 'Previously Completed' will be shown once 'Scheduled (to date)' is entered. [Action](#) [Close](#)

Dates

Monthly Conference:

Conference Date: / /

Date Received: / /

Percentages

* Scheduled (to date): %

Previous Completed: %

* Completed This Month: %

Total Completed (to date): %

Not There

Problem Codes

Future Work Schedules

Submittals Material Deliveries

Change Orders Coordination

Job Conditions Other

Comments

Required

NOTE: As reports are added throughout the project timeline/schedule, you will be able to scroll through all weekly/monthly Comments that you have documented under the “Monthly Progress” report tab.

5/12/2020 10:16:12 AM [1589292768802] InterscopePlus 2020-01.0430 Copyright © 2020 - State of North Carolina : Department of Administration : State Construction Office [Report a Problem](#)

Enter the following:
Conference Date: 01/27/2020
Date Received: 01/27/2020
Scheduled (to date): 100
Completed this Month: 100
Comments: All work was on schedule and completed.
The college accepts the project as completed and all vendors/contractors have been satisfied.

Package: 20-21240-01A - Technology Building 1 and 2, Roof Renovation

Progress Report

New Progress Report

Please enter Conference and Received dates first. 'Previously Completed' will be shown once 'Scheduled (to date)' is entered.

Action Close

Dates	Percentages	Not There	Problem Codes
Monthly Conference: Conference Date: 01/27/2020 Date Received: 01/27/2020	* Scheduled (to date): 100 % Previous Completed: 0 % * Completed This Month: 100 % Total Completed (to date): 100 %		<input type="checkbox"/> Future Work <input type="checkbox"/> Submittals <input type="checkbox"/> Change Orders <input type="checkbox"/> Job Conditions <input type="checkbox"/> Schedules <input type="checkbox"/> Material Deliveries <input type="checkbox"/> Coordination <input type="checkbox"/> Other

Comments

All work was on schedule and completed. The college accepts the project as completed and all vendors/contractors have been satisfied.

Click the Radio Button "Save."

Progress Report added successfully.

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only

Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation

Design #: 20-21240-01 - LS3P Associates LTD.

Package: 20-21240-01A - Technology Building 1 and 2, Roof Renovation

Progress Report

Progress Report

Progress Report added successfully

Click on "Package" file tab.

Dates

Monthly Conference:

Conference Date: 01/27/2020

Date Received: 01/27/2020

Percentages

* Scheduled (to date): 100 %

Previous Completed: 0 %

* Completed This Month: 100 %

Total Completed (to date): 100 %

Not There

Problem Codes

- Future Work
- Schedules
- Submittals
- Material Deliveries
- Change Orders
- Coordination
- Job Conditions
- Other

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Home Companies New FCAP Authorizations Programs Funds Change Request My Account Reports Data Forms Help

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only

_Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation

_Design #: 20-21240-01 - LS3P Associates LTD.

_Package: 20-21240-01A - Technology Building 1 and 2, Roof Renovation

Detail Plan Reviews **Construction Contracts** Monthly Progress Weekly Inspection Trades Certificates and Inspections Construction Closeout Evaluations Milestones

CONTRACT#	CONTRACTOR	ACTED COMPL.	MBE AMT (AWARD)	MBE PCT (AWARD)	
1	20-21240-01A-1 BAKER ROOFING COMPANY	General Con	20-01-27	\$200,000.00	48.4

1 found

Uploads Comments Project Managers

Delete?	Date	Type	File Name
0 found			
5/12/2020 10:30:02 AM [1589292768802]			

New Construction Contract Export

Click on "Milestones" tab

Enter the following dates under the ACTUAL column:

- Estimated Completion (Contract Completion): 01/27/2020
- Final Acceptance: 01/27/2020

_Design #: 20-21240-01 - LS3P Associates LTD.

_Package: 20-21240-01A - Technology Building 1 and 2, Roof Renovation

Detail Plan Reviews Construction Contracts Monthly Progress Weekly Inspection Trades Certificates and Inspections Construction Closeout Evaluations Milestones

Milestones For: Package#: 20-21240-01A - Technology Building 1 and 2, Roof Renovation Primavera Project: N/A
Package Status: Under Construction Last P6 Synchronization:

PHASE	MILESTONE NAME	PLANNED	ACTUAL
DESIGN REVIEW	Advanced Planning submittal to SCO	// // [📅]	
	Advanced Planning approval by SCO	// // [📅]	
	Schematic Design Submitted to SCO (FIRST submittal)	// // [📅]	
	Schematic Design Approved by SCO (Final Approval)	// // [📅]	
	Design Development Submitted to SCO (FIRST submittal)	// // [📅]	
	Design Development Approved by SCO (Final Approval)	// // [📅]	
	Construction Documents Submitted to SCO (FIRST submittal)	// // [📅]	
	Construction Documents Approved by SCO (Final Approval)	// // [📅]	
	Final Documents Approved by SCO (Final Approval)	// // [📅]	
	S	Approved for Bid	// // [📅]
CONSTRUCTION	Approved for Construction	// // [📅]	// // [📅]
	Advertise for Bid	// // [📅]	
	Projected Bid Date	// // [📅]	// // [📅]
	Award Letter	// // [📅]	01/02/2020 [📅]
	Contracts Approved by Owner	// // [📅]	01/02/2020 [📅]
	Contracts Approved by Atty Genl	// // [📅]	// // [📅]
	Pre-Construction Conference	// // [📅]	// // [📅]
	Construction Start (Notice to Proceed)	// // [📅]	01/05/2020 [📅]
	Estimated Completion (Contract Completion)	// // [📅]	// // [📅]
	Beneficial Occupancy	// // [📅]	// // [📅]
CLOSEOUT	Final Inspection	// // [📅]	// // [📅]
	Final Acceptance	// // [📅]	// // [📅]
	Final Report Submitted to SCO / Received by SCO	// // [📅]	// // [📅]
	Final Report Approved by SCO	// // [📅]	// // [📅]
	Final Approval - Last step of Closeout process	// // [📅]	// // [📅]
	Archive Date	// // [📅]	// // [📅]

Action Close

Milestones For: Package#: 20-21240-01A - Technology Building 1 and 2, Roof Renovation
 Package Status: Under Construction
 Primavera Project: N/A
 Last P6 Synchronization:

PHASE	MILESTONE NAME	PLANNED	ACTUAL
DESIGN REVIEW	Advanced Planning submittal to SCO	/ /	
	Advanced Planning approval by SCO	/ /	
	Schematic Design Submitted to SCO (FIRST submittal)	/ /	
	Schematic Design Approved by SCO (Final Approval)	/ /	
	Design Development Submitted to SCO (FIRST submittal)	/ /	
	Design Development Approved by SCO (Final Approval)	/ /	
	Construction Documents Submitted to SCO (FIRST submittal)	/ /	
	Construction Documents Approved by SCO (Final Approval)	/ /	
	Final Documents Approved by SCO (Final Approval)	/ /	
BIDDING AND CONTRACTS	Approved for Bid	/ /	11/22/2019
	Approved for Construction	/ /	/ /
	Advertise for Bid	/ /	
	Projected Bid Date	/ /	/ /
	Award Letter	/ /	01/02/2020
	Contracts Approved by Owner	/ /	02/01/2020
	Contracts Approved by Atty Genl	/ /	/ /
CONSTRUCTION	Pre-Construction Conference	/ /	/ /
	Construction Start (Notice to Proceed)	/ /	01/05/2020
	Estimated Completion (Contract Completion)	/ /	01/27/2020
	Beneficial Occupancy	/ /	/ /
	Final Inspection	/ /	/ /
	Final Acceptance	/ /	01/27/2020
CLOSEOUT	Final Report Submitted to SCO / Received by SCO	/ /	/ /
	Final Report Approved by SCO	/ /	/ /
	Final Approval - Last step of Closeout process	/ /	/ /
	Archive Date	/ /	/ /

Click the Radio Button "Action," and "Save."



MONITORING AND EVALUATION



I

REMEMBER M&E INFORMATION IS USEFUL
ONLY IF IT IS USED!

PROJECT CLOSING PROCESS



Click on "Project" file

[_Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation](#)

[__Design #: 20-21240-01 - LS3P Associates LTD.](#)

[___Package: 20-21240-01A - Technology Building 1 and 2, Roof Renovation](#)

[Detail](#)

[Plan Reviews](#)

[Construction Contracts](#)

[Monthly Progress](#)

[Weekly Inspection](#)

[Trades Certi](#)

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Home Companies New FCAP Authorizations Programs Funds Change Request My Account Reports Data Forms Help

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only

Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation

Project Cost Estimate Project Type Financial Worksheet Contracts Primavera Link Milestones **Closeout Project** Evaluations

Project Information - Basic

* Program: 10480 - HUB Participation - Only
[Move to Another Program...](#)

* Department: Community Colleges

Agency: Asheville-Buncombe Technical Community College

Project ID: 21240

* Title: Technology Building 1 and 2, Roof Renovation

Description: Remove old roofing material, inspect, repair and replace old wood decking and trusses.

Agency Project Code: HUB-01

Status: Active

Connect NC Bond Report Status Update:

(Use this field to enter Connect NC Bond project updates.)

Project Information - Advanced

Project Type: C1 - CC Project <= \$500K

Standard Project

Performance Contract

* Special Project Designation: Non-Code-Item Project

Foundation/Other Project

Design-Build Project

HUB Only

Estimated Project Completion: 01/14/2020

Funding Source: Non-State Debt

Fiscal Year Funded: 2019 - 2020

Estimated Cost

Uploads Comments Project Managers

Delete?	Date	Type	File Name	Desc
0 found				

5/12/2020 9:17:32 AM [1589289401803] InterscopePlus 2020-01.0430

Click on the "Closeout Project" tab.

Recap: Project was entered in the following order:
Program: "HUB Participation - Only"
Added:

- Project
- Design Contract
- Upon save – Package: Automatically populated (College fills in details)
- Construction Contract
- HUB – Participation / Subcontractor

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only
_Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation

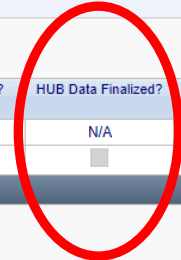
Project Cost Estimate Project Type Financial Worksheet Contracts Primavera Link Milestones **Closeout Project** Evaluations

Close

Close out Design / Construction

1 Contracts:

Contract#	Firm	Contract For	Contract Type	Status	Contract Closed Out?	Ratings Present?	HUB Data Finalized?	Ready for Project Closeout
20-21240-01	LS3P Associates LTD.	Design	Standard Design Contract (Fully Funded)	Active	<input type="checkbox"/>	N/A	N/A	<input type="checkbox"/>
20-21240-01A-1	BAKER ROOFING COMPANY	Construction	General Contract	Under Construction	<input type="checkbox"/>	N/A	<input type="checkbox"/>	<input type="checkbox"/>



Bypass Ratings?

2 Milestones:

I certify that project milestone data is entered and complete.

3 Close Design / Construction for this project:

Close out Design Construction

Financial Closeout

- 1 Design / Construction closeout must be complete.
- 2 All funds assigned to this project must be committed or released:

Project Financial Worksheet Summary:

Assigned Funds:	\$0.00
Total Committed:	\$475,000.00
Available to Commit:	(\$475,000.00)

[Worksheet Detail](#)

Closing out a project: Take the Recap List and starting at the bottom of the list, work your way to the top.

- Project
- Design Contract
- Upon save – Package automatically populated, filled in details.
- Construction Contract
- HUB – Participation / Subcontractor

Click on Baker Roofing "Contract #."

Description

Uploaded By



Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only

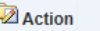
Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation

Design #: 20-21240-01 - LS3P Associates LTD.

Package: 20-21240-01A - Technology Building 1 and 2, Roof Renovation

Construction Contract #: 20-21240-01A-1 - BAKER ROOFING COMPANY

Construction Contract Detail Bid Items HUB Good-Faith Efforts HUB Participation Change Orders Evaluations Milestones



Contract Summary

Formal Contract: N

* Contract Status: Under Construction

* Contract Type: General Contract

Negotiation? N

Bid Number: SCO-20-21240-01A

Final Change Order Approval: N/A

Contractor

Name: BAKER ROOFING COMPANY

Address: PO BOX 26057 (Zip code 27611)

517 Mecury Street

RALEIGH, NC 27603

License#:

Contact:

Award Details

Award Type: Single Prime

Approved For Bid: 2019-11-22

Actual Bid: 2019-11-24

Awarded: 2020-01-02

Contract Dates

Contract Date: 2020-01-02

Contracts Approved by Agency: 2020-01-02

Contracts Approved by Atty Genl:

Projected Completion: 2020-01-27

Construction Start (NTP): 01/05/2020

Owner Contact

Surety

Name:

Address:

Agent:

Address:

Safety Officer

Click on "HUB Participation" tab.

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only

Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation

Design #: 20-21240-01 - LS3P Associates LTD.

Package: 20-21240-01A - Technology Building 1 and 2, Roof Renovation

Construction Contract #: 20-21240-01A-1 - BAKER ROOFING COMPANY

Construction Contract Detail Bid Items HUB Good-Faith Efforts **HUB Participation** Change Orders Evaluations Milestones

Check the HUB Data Final as of: BOX

**Enter the following:
HUB Data is FINAL as of: 01/14/2020
Show HUB Details Status as: Click on
box, drop-down menu appears, click
on Finalization.**

Construction Contract HUB Participation

General Contractor: BAKER ROOFING COMPANY

GC HUB Type: Not a HUB

HUB Data is FINAL as of: / /

Show HUB Details/Status as of **Finalization**

Construction Contract HUB Participation

General Contractor: BAKER ROOFING CO

GC HUB Type: Not a HUB

HUB Data is FINAL as of: 01/14/2020

Show HUB Details/Status as of

Award
Finalization
Now

Contractor	HUB Type				Awarded	Current Contract	Payments To Date	Final Payment?
East Coast Drainage Systems	F	Y	- 07D - Flashing and Sealant	Root Repair	\$ 200,000.00	\$ 200,000.00	\$200,000.00	Y

**Click the Radio Button
"Action," and "Save."**

Action Close

HUB Participation data saved.

HUB Participation data saved.

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only

Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation

Design #: 20-21240-01 - LS3P Associates LTD.

Package: 20-21240-01A - Technology Building 1 and 2, Roof Renovation

Construction Contract #: 20-21240-01A-1 - BAKER ROOFING COMPANY

Construction Contract Detail Bid Items HUB Good-Faith Efforts **HUB Participation** Change Orders Evaluations Milestones

Click on Project file tab.

Action

Close

Construction Contract HUB Participation

General Contractor: BAKER ROOFING COMPANY

GC HUB Type:

HUB Data is FINAL as of: 01/27/2020

Show HUB Details/Status as of Finalization

HUB Participation Summary (Certified Only)

	Awarded	Current
Construction Contract Amount:	\$413,250.00	\$413,250.00
Total HUB Participation:	\$200,000.00	\$200,000.00
HUB %:	48.4%	48.4%
HUB (Prime) %:	48.4%	48.4%

Contractor	HUB Type	HUB Certified?	CSI Division	Work	Awarded	Current Contract	Payments To Date	Final Payment?
East Coast Drainage Systems	F	Y	- 07D - Flashing and Sealant	Roof Repair	\$ 200,000.00	\$ 200,000.00	\$200,000.00	Y

Click on "Closeout Project" tab.

Home Companies New FCAP Authorizations Programs Funds Change Request My Account Reports Data Forms Help

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only

Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation

Project Cost Estimate Project Type Financial Worksheet Contracts Primavera Link Milestones **Closeout Project** Evaluations

Close

Close out Design / Construction

1 Contracts:

Contract#	Firm	Contract For	Contract Type	Status	Contract Closed Out?	Ratings Present?	HUB Data Finalized?	Ready for Project Closeout
20-21240-01	LS3P Associates LTD.	Design	Standard Design Contract (Fully Funded)	Active	<input type="checkbox"/>	N/A	N/A	<input type="checkbox"/>
20-21240-01A-1	BAKER ROOFING COMPANY	Construction	General Contract	Under Construction	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Bypass Ratings?

2 Milestones:
 I certify that project milestone data is entered and complete.

3 Close Design / Construction for this project:

Close out Design / Construction

Home Companies New FCAP Authorizations Programs Funds Change Request My Account Reports Data Forms Help

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only

Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation

Project Cost Estimate Project Type Financial Worksheet Contracts Primavera Link Milestones **Closeout Project** Evaluations

Close out Design / Construction

1 Contracts:

Contract#	Firm	Contract For	Contract Type	Status	Contract Closed Out?	Ratings Present?	HUB Data Finalized?	Ready for Project Closeout
20-21240-01	LS3P Associates LTD.	Design	Standard Design Contract (Fully Funded)	Active	<input type="checkbox"/>	N/A	N/A	<input type="checkbox"/>
20-21240-01A-1	BAKER ROOFING COMPANY	Construction	General Contract	Under Construction	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Bypass Ratings?

2 Milestones:
 I certify that project milestone data is entered and complete.

3 Close Design / Construction for this project:

Close

Click on BAKER ROOFING COMPANY "Contract #."

Home Companies New FCAP Authorizations Programs Funds Change Request My Account Reports Data Forms Help

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only

Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation

Design #: 20-21240-01 - LS3P Associates LTD.

Package: 20-21240-01A - Technology Building 1 and 2, Roof Renovation

Construction Contract #: 20-21240-01A-1 - BAKER ROOFING COMPANY

Construction Contract Detail Bid Items HUB Good-Faith Efforts HUB Participation Change Orders Evaluations Milestones

Click on "Construction Contract Detail" tab.

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only

Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation

Design #: 20-21240-01 - LS3P Associates LTD.

Package: 20-21240-01A - Technology Building 1 and 2, Roof Renovation

Construction Contract #: 20-21240-01A-1 - BAKER ROOFING COMPANY

Construction Contract Detail Bid Items HUB Good-Faith Efforts HUB Participation Change Orders Evaluations Milestones

Action Close

Contract Summary

Formal Contract: N

* Contract Status:

* Contract Type:

Negotiation?

Bid Number: SCO-20-21240-01A

Final Change Order Approval:

Contractor

Name: BAKER ROOFING COMPANY

Address: PO BOX 26057 (Zip code 27611)
517 Mecury Street
RALEIGH, NC 27603

License#:

Contact:

Award Details

Award Type: Single Prime

Approved For Bid: 2019-11-22

Actual Bid: 2019-11-24

Awarded: 2020-01-02

Contract Dates

Contract Date: 2020-01-02

Contracts Approved by Agency: 2020-01-02

Contracts Approved by Atty Genl:

Projected Completion: 2020-01-27

Construction Start (NTP): 01/05/2020

Contract Amounts

Project Financial

Available to Commit:	-\$475,000
This Contract:	\$413,250
Available to Commit:	

Click on Contract Status field box, drop-down menu appears, click on "complete."

Click the Radio Button "Action," and "Save."

Package dates updated successfully.
Construction Contract updated successfully.

Upon save notification shows Package dates updated successfully.

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only

Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation

Design #: 20-21240-01 - LS3P Associates LTD.

Package: 20-21240-01A - Technology Building 1 and 2, Roof Renovation

Construction Contract #: 20-21240-01A-1 - BAKER ROOFING COMPANY

Construction Contract Detail Bid Items HUB Good-Faith Efforts HUB Participation Change Orders Evaluations Milestones

Package dates updated successfully.
Construction Contract updated successfully.

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only

Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation

Design #: 20-21240-01 - LS3P Associates LTD.

Package: 20-21240-01A - Technology Building 1 and 2, Roof Renovation

Construction Contract #: 20-21240-01A-1 - BAKER ROOFING COMPANY

Click on "Project #" file tab.

Construction Contract Detail

Bid Items

HUB Good-Faith Efforts

HUB Participation

Change Orders

Evaluations

Milestones

Home Companies New FCAP Authorizations Programs Funds Change Request My Account Reports Data Forms Help

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only

Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation

Project Cost Estimate Project Type Financial Worksheet Contracts Primavera Link Milestones Closeout Project Evaluations

Close

Close out Design / Construction

1 Contracts:

Contract#	Firm	Contract For	Contract Type	Status	Contract Closed Out?	Ratings Present?	HUB Data Finalized?	Ready for Project Closeout
20-21240-01	LS3P Associates LTD.	Design	Standard Design Contract (Fully Funded)	Active	<input type="checkbox"/>	N/A	N/A	<input type="checkbox"/>
20-21240-01A-1	BAKER ROOFING COMPANY	Construction	General Contract	Complete	<input checked="" type="checkbox"/>	N/A	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Bypass Ratings?

2 Milestones:

I certify that project milestone data is entered and complete.

3 Close Design / Construction for this project:

Close out Design / Construction

Contractor is Closed Out –

NOTE: No evaluation is required on this informal project. If "Ratings Present?" Field boxes open, evaluations would be required.

Home Companies New FCAP Authorizations Programs Funds Change Request My Account Reports Data Forms Help

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only

Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation

Project Cost Estimate Project Type Financial Worksheet **Contracts** Primavera Link Milestones Closeout Project Evaluations

Close out Design / Construction

1 Contracts:

Contract#	Firm	Contract For	Contract Type	Status	Contract Closed Out?	Ratings Present?	HUB Data Finalized?	Ready for Project Closeout
20-21240-01	LS3P Associates LTD.	Design	Standard Design Contract (Fully Funded)	Active	<input type="checkbox"/>	N/A	N/A	<input type="checkbox"/>
20-21240-01A-1	BAKER ROOFING COMPANY	Construction	General Contract	Complete	<input checked="" type="checkbox"/>	N/A	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Bypass Ratings?

2 Milestones:

I certify that project

3 Close Design / Construct

Close out Design / Co

Click on "Contracts" tab.

Home Companies New FCAP Authorizations Programs Funds Change Request My Account Reports Data Forms Help

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only

Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation

Project Cost Estimate Project Type Financial Worksheet **Contracts** Primavera Link Milestones Closeout Project Evaluations

SCO ID#	FIRM	STATUS	PHASE	TYPE	PLAN REVIEW	CONTRACT DATE	\$ORIG CONTRACT	\$CUR CONTRACT	\$CUR COMMIT
20-21240-01	LS3P Associates LTD.	Active	Design	Standard Design Contract (Fully Funded)	Courtesy	2020-01-04	\$38,000.00	\$38,000.00	\$38,000.00
20-21240-01A-1	BAKER ROOFING COMPANY	Complete	Construction	General Contract		2020-01-02	\$413,250.00	\$413,250.00	\$413,250.00

Add Design Contract Export

Delete?	Date	Type	File Name	Description	Uploaded By
0 found					

Upload Files

5/12/2020 11:15:12 AM [1589292768802] InterscopePlus 2020-01.0430 Copyright © 2020 - State of North Carolina : Department of Administration : State Construction Office Report a Problem

Click on LS3P Associates LTC. "SCO ID#."

Home Companies New FCAP Authorizations Programs Funds Change Request My Account Reports Data Forms Help

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only

_Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Ren

_Design #: 20-21240-01 - LS3P Associates LTD.

Detail Contract Scope and Fees Breakdowns Amendments Consultants Packages Evaluations Milestones

Click on "Packages" tab.

Home Companies New FCAP Authorizations Programs Funds Change Request My Account Reports Data Forms Help

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only

_Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation

_Design #: 20-21240-01 - LS3P Associates LTD.

Contract Scope and Fees Breakdowns Amendments Consultants Packages Evaluations Milestones

Click on Package "SCO ID#."

SCO ID#	PACKAGE_TITLE	STATUS	PROJECT MONITOR	% COMPLETE	TOTAL CONTRACT\$
20-21240-01A	Technology Building 1 and 2, Roof Renovation	Under Construction	Unassigned	100	\$413,250.00

InterSCOPE :: State Of North Carolina - State Construction Office USER: dafokes VIEW: Community Colleges Logout

Home Companies New FCAP Authorizations Programs Funds Change Request My Account Reports Data Forms Help

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only
Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation
Design #: 20-21240-01 - LS3P Associates LTD.
Package #: 20-21240-01A - Technology Building 1 and 2, Roof Renovation

Detail Plan Reviews Construction Contracts Monthly Progress Weekly Inspection Trades Certificates and Inspections Construction Closeout Evaluations Milestones

★ Action Close

Package A

Oversight: A - Advisory/Courtesy
Plan Review: Courtesy
* Title: Technology Building 1 and 2, Roof Renovation
* Type: Roofing
* Status: Under Construction
Status Reason:
Square Footage: 0
Plan Location:
* County: WAKE

Bidding/Construction Contracts
Approved for Bid: 2019-11-22 Formal Contracts? N
Approved for Award: 2020-01-02 * Project Delivery Method: Single Prime

Construction Administration
* Project Monitor: Unassigned
Monthly Conference:
Percent Complete: 100%
Final Punchlist: Complete

Fees / Funds
Liquidated Damages (/day): 0
CD Cost Estimate: 0
Plan Deposit:
Total Change Orders: \$0
Total Construction Contract: \$413,250

Archive Information
Archive Date: / /
Archive Box#:
Micro Film#:

Uploads Comments Project Managers

Delete?	Date	Type	File Name	Description	Uploaded By
0 found					

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Click on Status field box, drop-down menu appears, click on "Complete."

Click the Radio Button "Action," and "Save."



Package updated successfully.

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only

_Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation

_Design #: 20-21240-01 - LS3P Associates LTD.

_Package: 20-21240-01A - Technology Building 1 and 2, Roof Renovation

[Detail](#)
[Plan Reviews](#)
[Construction Contracts](#)
[Monthly Progress](#)
[Weekly Inspection](#)
[Trades Certificates and Inspections](#)
[Construction Closeout](#)
[Evaluations](#)
[Milestones](#)



Action

Close

Package A

Oversight: A - Advisory/Courtesy

Plan Review: Courtesy

* Title: Technology Building 1 and 2, Roof Renovation

* Type: Roofing

* Status: Complete

Status Reason:

Square Footage: 0

Plan Location:

* County: WAKE

* Description:

Designer Rep:

Notification shows "Package updated successfully."

Formal Contracts? N

* Project Delivery Method: Single Prime

Construction Administration

* Project Monitor: Unassigned

Monthly Conference:

Percent Complete: 100%

Final Punchlist: N

Fees / Funds

Liquidated Damages (/day): \$0

CD Cost Estimate: \$0

Plan Deposit:

Total Change Orders: \$0

Total Construction Contract: \$413,250

Archive Information

Archive Date: / /

Archive Box#:

Micro Film#:

[Uploads](#)
[Comments](#)
[Project Managers](#)

Delete?	Date	Type	File Name	Description	Uploaded By
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0 found

Upload Files

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only

Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation

Project Cost Estimate Project Type Financial Worksheet Contracts Primavera Link Milestones **Closeout Project** Evaluations



Close out Design / Construction

1 Contracts:

Contract#	Firm	Contract For	Contract Type	Status	Contract Closed Out?	Ratings Present?	HUB Data Finalized?	Ready for Project Closeout
20-21240-01	LS3P Associates LTD.	Design	Standard Design Contract (Fully Funded)	Active	<input type="checkbox"/>	N/A	N/A	<input type="checkbox"/>
20-21240-01A-1	BAKER ROOFING COMPANY	Construction	General Contract	Complete	<input checked="" type="checkbox"/>	N/A	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Bypass Ratings?

2 Milestones:

I certify that project milestone data is entered and complete.

3 Close Design / Construction for this project:

Close out Design / Construction

Click on LS3P Associates LTD. "Contract#"

Click on the Design "Detail" tab.

Home Companies New FCAP Authorizations Programs Funds Change Request My Account Reports Data Forms Help

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only

Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation

Design #: 20-21240-01 - LS3P Associates LTD.

Detail Contract Scope and Fees Breakdowns Amendments Consultants Packages Evaluations Milestones

Close

SCO ID#	PACKAGE_TITLE	STATUS	PROJECT MONITOR	% COMPLETE	TOTAL CONTRACT\$	PLAN LOCATION
20-21240-01A	Technology Building 1 and 2, Roof Renovation	Under Construction	Unassigned	100	\$413,250.00	

1 found New Package Export

Uploads Comments Project Managers

Delete?	Date	Type	File Name	Description	Uploaded By
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0 found Upload Files

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Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only
_Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation
_Design #: 20-21240-01 - LS3P Associates LTD.

Detail Contract Scope and Fees Breakdowns Amendments Consultants Packages Evaluations Milestones

Action Close

Contract# 1

* Contract ID: 20-21240-01
SCO Oversight: A - Advisory/Courtesy
* SCO Plan Review: Courtesy

Contract Type: Standard Design Contract (Fully Funded)
Contract Status: Active

Dates

Selection: 2020-01-03
RFP Letter: 2019-11-10
Agreement: 2020-01-04
Signed By Designer: 2020-01-05
Signed By Agency: 2020-01-08
SCO Acceptance:

Design Contract Fees and Funds

ORIGINAL DESIGN CONTRACT:

Construction Target \$:	\$413,350
Contingency Reserve Target \$:	\$23,750
Design Fee:	\$38,000

CURRENT DESIGN CONTRACT:

Construction Target:	\$413,350
Contingency Reserve Target:	\$23,750
Design Fee:	\$38,000

Actual Commitment Amt \$: \$38,000

Click on the Contract Status field box, a menu appears, click on "Complete."

Designer

Name: LS3P Associates LTD.
Address: 101 N. Third Street, Suite 500
Wilmington, NC 28401
License#: 50417
HUB Firm: Not a HUB

Estimated:

Assigned Funds:	\$0
Estimated Cost:	\$475,100
Estimated Surplus (Need):	-\$475,100

Actual:

Assigned Funds:	\$0
Total Committed:	\$475,000
Available to Commit:	-\$475,000

[Worksheet Detail](#)

Click the Radio Button "Action," and "Save."

Uploads Comments Project Managers

Delete?	Date	Type	File Name	Description	Uploaded By
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Notification shows that Contract updated successfully.

Contract updated successfully.

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only

Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation

Design #: 20-21240-01 - LS3P Associates LTD.

Detail Contract Scope and Fees Breakdowns Amendments Consultants Packages Evaluations Milestones

Contract# 1

* Contract ID: 20-21240-01

SCO Oversight: A - Advisory/Courtesy

* SCO Plan Review: Courtesy

Contract Type: Standard Design Contract (Fully Funded)

Contract Status: Complete

Dates

Selection: 2020-01-03

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Design Contract Fees and Funds

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Design Fee: \$38,000

CURRENT DESIGN CONTRACT:

Construction Target: \$413,350

Contingency Reserve Target: \$23,750

Design Fee: \$38,000

Actual Commitment Amt \$: \$38,000

Designer

Name: LS3P Associates LTD.

Address: 101 N. Third Street, Suite 500

Wilmington, NC 28401

License#: 50417

HUB Firm: Not a HUB

Financial Worksheet Summary

Estimated:

Assigned Funds: \$0

Estimated Cost: \$475,100

Estimated Surplus (Need): -\$475,100

Actual:

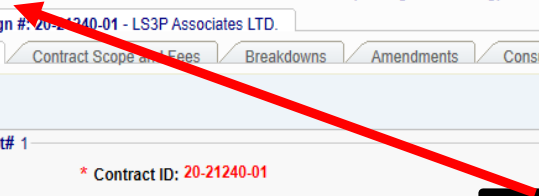
Assigned Funds: \$0

Total Committed: \$475,000

Available to Commit: -\$475,000

[Worksheet Detail](#)

Click on "Project #."



Home Companies New FCAP Authorizations Programs Funds Change Request My Account Reports Data Forms Help

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only

Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation

Project Cost Estimate Project Type Financial Worksheet Contracts Primavera Link Milestones **Closeout Project** Evaluations

Close

Close out Design / Construction

1 Contracts:

Contract#	Firm	Contract For	Contract Type	Status	Contract Closed Out?	Ratings Present?	HUB Data Finalized?	Ready for Project Closeout
20-21240-01	LS3P Associates LTD.	Design	Standard Design Contract (Fully Funded)	Complete	<input checked="" type="checkbox"/>	N/A	N/A	<input checked="" type="checkbox"/>
20-21240-01A-1	BAKER ROOFING COMPANY	Construction	General Contract	Complete	<input checked="" type="checkbox"/>	N/A	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Bypass Ratings?

2 Milestones:
 I certify that project milestone data is entered and complete.

3 Close Design / Construction for this project:

Close out Design / Construction

1. Bypass Ratings?: "Check field box"
2. Milestones: "Check field box" I certify that project milestone data is entered and complete.
3. Click on "Close out Design / Construction."

Home Companies New FCAP Authorizations Programs Funds Change Request My Account Reports Data Forms Help

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only

Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation

Project Cost Estimate Project Type Financial Worksheet Contracts Primavera Link Milestones **Closeout Project** Evaluations

Close

Close out Design / Construction

1 Contracts:

Contract#	Firm	Contract For	Contract Type	Status	Contract Closed Out?	Ratings Present?	HUB Data Finalized?	Ready for Project Closeout
20-21240-01	LS3P Associates LTD.	Design	Standard Design Contract (Fully Funded)	Complete	<input checked="" type="checkbox"/>	N/A	N/A	<input checked="" type="checkbox"/>
20-21240-01A-1	BAKER ROOFING COMPANY	Construction	General Contract	Complete	<input checked="" type="checkbox"/>	N/A	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Bypass Ratings?

2 Milestones:
 I certify that project milestone data is entered and complete.

3 Close Design / Construction for this project:

[Close out Design / Construction](#)

CONFIRMATION!

Are you sure you want to close out Design/Construction?

Ok Cancel

Financial Closeout

- Design / Construction closeout must be complete.
- All funds assigned to this project must be committed or released:

[Project Financial Worksheet Summary](#)

[Worksheet Detail](#)

Uploads Comments Project Managers

Delete?	Date	Type	File Name	Description	Uploaded By
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Upon clicking on "Close out Design / Construction a Confirmation box appears. Question: Are you sure you want to close out DesignConstruction? Click on "OK."

Design / Construction closeout successful.

Program #: 10480 - Asheville-Buncombe Technical Community College - HUB Participation - Only

_Project #: 21240 - Asheville-Buncombe Technical Community College - Technology Building 1 and 2, Roof Renovation

Project Cost Estimate Project Type Financial Worksheet Contracts Primavera Link Milestones **Closeout Project** Evaluations

Close

Close out Design / Construction

1 Contracts:

Contract#	Firm	Contract For	Contract Type	Status	Contract Closed Out?	Ratings Present?	HUB Data Finalized?	Ready for Project Closeout
20-21240-01	LS3P Associates LTD.	Design	Standard Design Contract (Fully Funded)	Complete	<input checked="" type="checkbox"/>	N/A	N/A	<input checked="" type="checkbox"/>
20-21240-01A-1	BAKER ROOFING COMPANY	Construction	General Contract	Complete	<input checked="" type="checkbox"/>	N/A	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

2 Milestones:

I certify that project milestone data is entered and complete.

Certified by *Dorrine Fokes* on 5/12/2020

3 Close Design / Construction for this project:

[Reopen Design / Construction](#)

Closed out by *Dorrine Fokes* on 5/12/2020

Design / Construction closeout successful.

Financial Closeout

1 Design / Construction closeout must be complete.

2 All funds assigned to this project must be committed or released:

Project Financial Worksheet Summary:

Assigned Funds: \$0.00
 Total Committed: \$475,000.00
 Available to Commit: (\$475,000.00)

[Worksheet Detail](#)

Uploads Comments Project Managers

Delete?	Date	Type	File Name	Description	Uploaded By
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Questions?
Comments?
Thoughts?
Discussion



Please email us at ciprojects@nccommunitycolleges.edu for any of the following.

- Capital Workshop Training – Request to attend a Capital Workshop Training tailored to your college's needs.
- Email us your Questions/Comment/Concerns.
- Request for a meeting: Request a meeting to hold a discussion on capital improvement ideas, thoughts, issues, etc.

Email all NCCCS 3-1/NCCCS 3-1-P
(Construction & Property) to
ciprojects@nccommunitycolleges.edu
Email all NCCCS 2-16/2-17 (Request for
Reimbursements) to
cireimbursements@nccommunitycolleges.edu

The construction website can be found at this url –
<https://www.nccommunitycolleges.edu/finance-operations/construction>

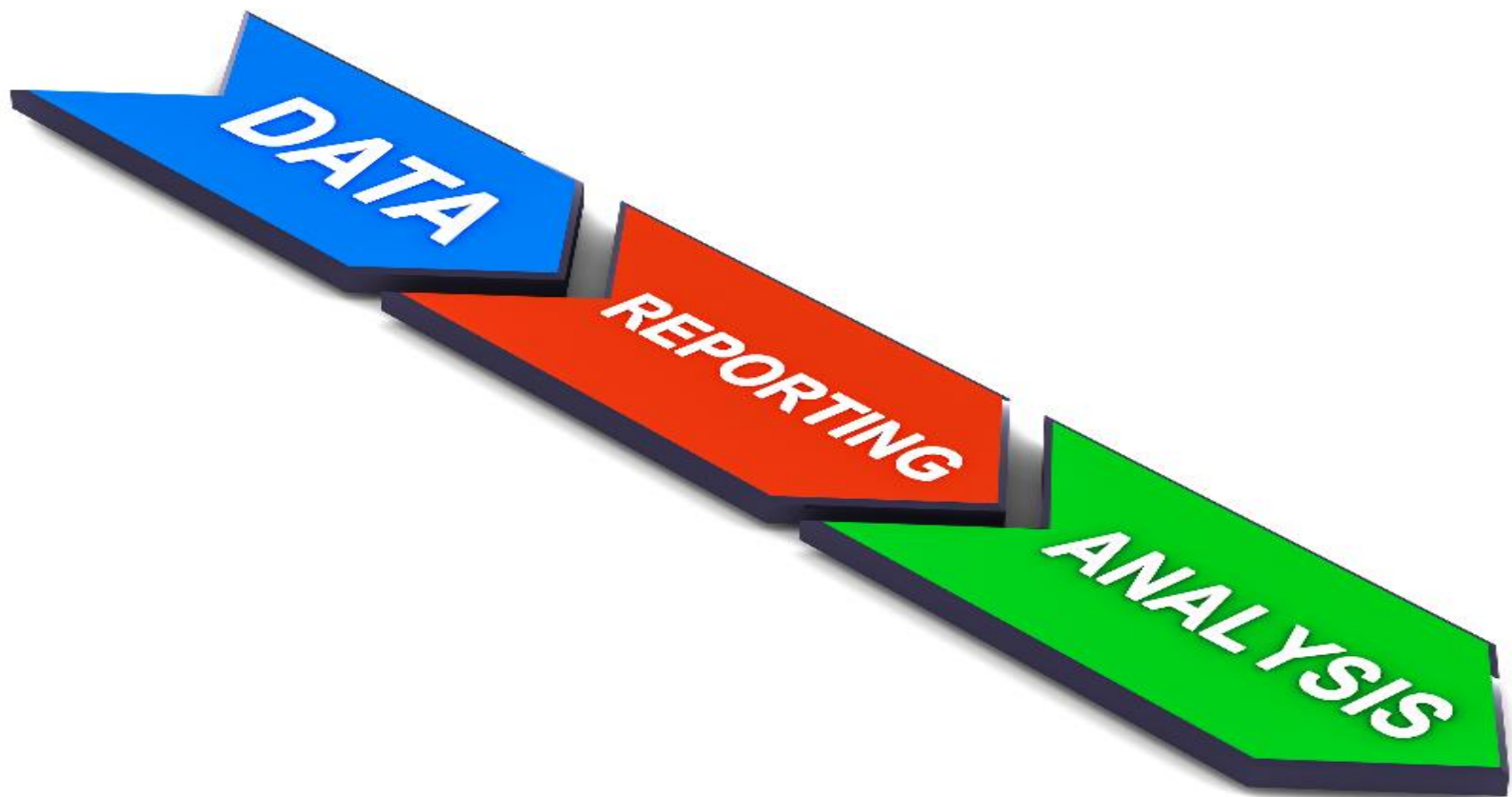
Kathleen M. Stefanick, CPA
Director of College Capital Finance & Planning
NC Community College System Office
5013 Mail Service Center
Raleigh NC 27699-5013
919-807-7112
stefanickk@nccommunitycolleges.edu

Dorrine Fokes, CM
Associate Director of Capital Finance & Planning
NC Community College System Office
5013 Mail Service Center
(919) 807-7088 Work
(919) 522-7070 Cell
Fokesd@nccommunitycolleges.edu

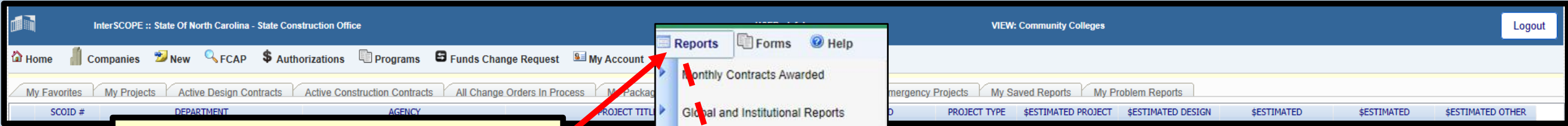
Kathy Kikendall
Senior Analyst of Capital Finance and Planning
NC Community College System Office
200 W Jones Street
Raleigh, NC 27603
(919)807-6960
kikendallk@nccommunitycolleges.edu

Wilma Lee
Capital Improvement Accountant
NC Community College System Office
5013 Mail Service Center
Raleigh NC 27699-5013
Phone: (919) 807-7220
Fax: (919) 807-7167
Email: leew@nccommunitycolleges.edu

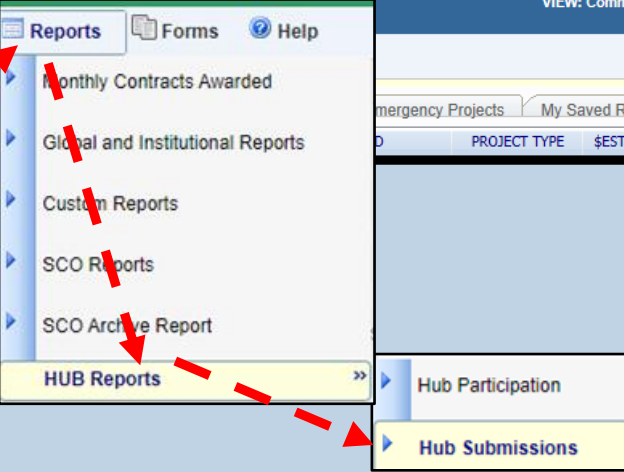
Brandy Maynor
Capital Reimbursement Technician
NC Community College System Office
5013 Mail Service Center
Raleigh, NC 27699-5013
(919) 807-7174
maynorb@nccommunitycolleges.edu



Hub Reporting – Capital Improvement Quarterly Reporting



Hover over "Reports," drop down menu appears, hover over "HUB reports," and click on "Hub Submissions."



Enter the following –
Institution/Agency: College Name
Fiscal year: 2019-2020

Click on "Search"

Capital Improvement HUB Quarterly Reporting: If no dollar amount appears in the quarter field box, click on the arrow to the right of the open field box and select “No Projects Finalized.”

HUB Submission Report Action Close

Department:

 Institution/Agency:

 Fiscal year:

Department	Department	Fiscal Period	Q1 data to report?	Q2 data to report?	Q3 data to report?	Q4 data to report?
Community Colleges	Asheville-Buncombe Technical Community College	2019-2020	<input type="text" value=""/>	<input type="text" value=""/>	<input type="text" value=""/>	<input type="text" value=""/>

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Example of Colleges HUB Quarterly reporting.

Forsyth Technical Community College	2019-2020	<input type="text" value="\$5,634.00"/>	<input type="text" value="\$5,700.00"/>	<input type="text" value="No Projects Finalized"/>	<input type="text" value=""/>
Gaston College	2019-2020	<input type="text" value="No Projects Finalized"/>	<input type="text" value="No Projects Finalized"/>	<input type="text" value="No Projects Finalized"/>	<input type="text" value=""/>

The image features a dark gray background with three overlapping circles in shades of blue. A horizontal yellow band is positioned across the middle of the circles. The text "Example / Forms" is centered within this yellow band.

Example / Forms

ACCEPTED by the STATE OF NORTH CAROLINA

through the

Total amount of accepted by the owner, included base bid and bid alternates—

(Agency/Institution)

BY: _____ TITLE: _____

GENERAL CONDITIONS

1. GENERAL

It is understood and agreed that by submitting a bid that the Contractor has examined these contract documents, drawings and specifications and has visited the site of the Work, and has satisfied himself relative to the Work to be performed.

2. DEFINITIONS

Owner: "Owner" shall mean, The State of North Carolina through (name of agency)

Contractor: "Contractor" shall mean the entity that will provide the services for the Owner.

Designer: The designer(s) are those referred to within this contract, or their authorized representatives. The Designer(s), as referred to herein, shall mean architect and/or engineer responsible for preparing the project plans and specifications. They will be referred to hereinafter as if each were of the singular number, masculine gender.

Contract Documents: "Contract Documents" shall consist of the Notice to Bidders; General Conditions of the Contract; special conditions if applicable; Supplementary General Conditions; the drawing and specifications, including all bulletins, addenda or other modifications of the drawings and specifications incorporated into the documents prior to their execution; the bid; the contract; the performance bond if applicable; and insurance certificates. All of these items together form the contract.

INTENT AND EXECUTION OF DOCUMENTS

The drawings and specifications are complementary, one to the other. That which is shown on the drawings or called for in the specifications shall be as binding as if it were both called for and shown. The intent of the drawings and specifications is to establish the scope of all labor, materials, transportation, equipment, and any and all other things necessary to provide a complete job. In case of discrepancy or disagreement in the Contract Documents, the order of precedence shall be: Form of Contract, specifications, large-scale detail drawings, small-scale drawings.

In such cases where the nature of the work requires clarification by the Designer/ Owner, the Designer/ Owner shall furnish such clarification. Clarifications and drawings shall be consistent with the intent of the Contract Documents, and shall become a part thereof.

4. AS-BUILT MARKED-UP CONSTRUCTION DOCUMENTS

Contractor shall provide one complete set of legible "as-built" marked-up construction drawings and specifications recording any and all changes made to the original design during the course of construction. In the event no changes occurred, submit construction drawings and specifications set with notation "No Changes." The Designer/Owner must receive "As-built" marked-up construction drawings and specifications before the final pay request can be processed.

5. SUBMITTAL DATA

The Contractor awarded the contract shall submit all specified submittals to the Owner/Designer. A minimum number of copies as specified by the owner, of all required submittal data pertaining to construction, performance and general dimensional criteria of the components listed in the technical specifications shall be submitted. No material or equipment shall be ordered or installed prior to written approval of the submittals by the Designer/Owner. Failure to provide submittal data for review on equipment listed in the technical specifications will result in removal of equipment by the Contractor at his expense if the equipment is not in compliance with the specifications.

6. SUBSTITUTIONS

In accordance with the provisions of G.S. 133-3, material, product, or equipment substitutions proposed by the bidders to those specified herein can only be considered during the bidding phase until five (5) days prior to the receipt of bids or by the date specified in the pre bid conference, when submitted to the Designer with sufficient data to confirm material, product, or equipment equality. Proposed substitutions submitted after this time will be considered only as potential change order.

Submittals for proposed substitutions shall include the following information:

- a. Name, address, and telephone number of manufacturer and supplier as appropriate,
- b. Trade name, model or catalog designation.
- c. Product data including performance and test data, reference standards, and technical descriptions of material, product, or equipment. Include color samples and samples of available finishes as appropriate.
- d. Detailed comparison with specified products including performance capabilities, warranties, and test results.
- e. Other pertinent data including data requested by the Designer to confirm product equality.

If a proposed material, product, or equipment substitution is deemed equal by the Designer to those specified, all bidders of record will be notified by Addendum.

7. WORKING DRAWINGS AND SPECIFICATIONS AT THE JOB SITE

The contractor shall maintain, in readable condition at his job site one complete set of working drawings and specifications for his work including all shop drawings. Such drawings and specifications shall be available for use by the owner, designer or his authorized representative.

The contractor shall maintain at the job site, a day-to-day record of work-in-place that is at variance with the contract documents. Such variations shall be fully noted on project drawings by the contractor and submitted to the designer upon project completion and no later than 30 days after acceptance of the project.

8. MATERIALS, EQUIPMENT, EMPLOYEES

- a. The contractor shall, unless otherwise specified, supply and pay for all labor, transportation, materials, tools, apparatus, lights, power, fuel, heat, sanitary facilities, water, scaffolding and incidentals necessary for the completion of his work, and shall install, maintain and remove all equipment of the construction, other utensils or things, and be responsible for the safe, proper and lawful construction, maintenance and use of same, and shall construct in the best and most workmanlike manner, a complete job and everything incidental thereto, as shown on the plans, stated in the specifications, or reasonably implied therefrom, all in accordance with the contract documents.
- b. All materials shall be new and of quality specified, except where reclaimed material is authorized herein and approved for use. Workmanship shall, at all times be of a grade accepted as the best practice of the particular trade involved, and as stipulated in written standards of recognized organizations or institutes of the respective trades except as exceeded or qualified by the specifications.
- c. Upon notice, the contractor shall furnish evidence as to quality of materials.
- d. Products are generally specified by ASTM or other reference standard and/or by manufacturer's name and model number or trade name. When specified only by reference standard, the Contractor may select any product meeting this standard, by any manufacturer. When several products or manufacturers are specified as being equally acceptable, the Contractor has the option of using any product and manufacturer combination listed. However, the contractor shall be aware that the cited examples are used only to denote the quality standard of product desired and that they do not restrict bidders to a specific brand, make, manufacturer or specific name; that they are used only to set forth and convey to bidders the general style, type, character and quality of product desired; and that equivalent products will be acceptable. Request for substitution of materials, items, or equipment shall

be submitted to the designer for approval or disapproval; the designer prior to the opening of bids shall make such approval or disapproval. Alternate materials may be requested after the award if it can clearly be demonstrated that it is an added benefit to the owner and the designer and owner approves.

- e. The designer is the judge of equality for proposed substitution of products, materials or equipment.
- f. If at any time during the construction and completion of the work covered by these contract documents, the language, conduct, or attire of any workman of the various crafts be adjudged a nuisance to the owner or designer, or if any workman be considered detrimental to the work, the contractor shall order such parties removed immediately from grounds.
- g. The Contractor shall cooperate with the designer and the owner in coordinating construction activities.
- h. The Contractor shall maintain qualified personnel and effective supervision at the site at all times during the ~~project, and~~ exercise the appropriate quality control program to ensure compliance with the project drawings and specifications. The designer is responsible for determining compliance with the drawings and specifications.

9. CODES, PERMITS AND INSPECTIONS

The Contractor shall obtain the required permits, if required, give all notices, and comply with all laws, ordinances, codes, rules and regulations bearing on the conduct of the work under this contract. If the Contractor observes that the drawings and specifications are at variance therewith, he shall promptly notify the Designer in writing. If the Contractor performs any work knowing it to be contrary to such laws, ordinances, codes, rules and regulations, and without such notice to the Owner, he shall bear all cost arising there from.

All work under this contract shall conform to the current North Carolina Building Code and other state and national codes as are applicable.

Projects constructed by the State of North Carolina or by any agency or institution of the State are not subject to county or municipal building codes and may* not be subject to inspection by county or municipal authorities. Where appropriate, the Contractor shall, cooperate with the county or municipal authorities by obtaining building permits. The contractor at no cost may obtain permits to the owner.

All fire alarm work shall be in accordance with the latest State Construction Office (SCO) *Guidelines for Fire Alarm Installation* (NFPA72). Where the contract documents ~~are in conflict with~~ the SCO guidelines, the SCO guidelines shall govern. The Contractor shall be responsible for all the costs for the correction of the work where he installs it in conflict with the latest edition of the SCO *Guidelines for Fire Alarm Installation*.

*Inspection and certification of compliance by local authorities is necessary if an architect or engineer was not employed on the project, or if the plans and specifications were not approved and the construction inspected by the State Construction Office.

10. PROTECTION OF WORK, PROPERTY, THE PUBLIC AND SAFETY

- a. The contractors shall be jointly responsible for the entire site and the building or construction of the same and provide all the necessary protections, as required by the owner or designer, and by laws or ordinances governing such conditions. They shall be responsible for any damage to the owner's property or of that of others on the job, by them, their personnel, or their subcontractors, and shall make good such damages. They shall be responsible for and pay for any damages caused to the owner. All contractors shall have access to the project at all times, except as indicated in the Supplemental General Conditions.
- b. The contractor shall provide cover and protect all portions of the structure when the work is not in progress, provide and set all temporary roofs, covers for doorways, sash and windows, and all other materials necessary to protect all the work on the building, whether set by him, or any of the

subcontractors. Any work damaged through the lack of proper protection or from any other cause, shall be repaired or replaced without extra cost to the owner.

- c. No fires of any kind will be allowed inside or around the operations during the course of construction without special permission from the designer and owner.
- d. The contractor shall protect all trees and shrubs designated to remain in the vicinity of the operations by building substantial boxes around it. He shall barricade all walks, roads, etc., as directed by the designer to keep the public away from the construction. All trenches, excavations or other hazards in the vicinity of the work shall be well barricaded and properly lighted at night.
- e. The contractor shall provide all necessary safety measures for the protection of all persons on the job, including the requirements of the A.G.C. *Accident Prevention Manual in Construction*, as amended, and shall fully comply with all state laws or regulations and North Carolina State Building Code requirements to prevent accident or injury to persons on or about the location of the work. He shall clearly mark or post signs warning of hazards existing, and shall barricade excavations, elevator shafts, stairwells and similar hazards. He shall protect against damage or injury resulting from falling materials and he shall maintain all protective devices and signs throughout the progress of the work.
- f. The contractor shall adhere to the rules, regulations and interpretations of the North Carolina Department of Labor relating to Occupational Safety and Health Standards for the Construction Industry (Title 29, Code of Federal Regulations, Part 1926, published in Volume 39, Number 122, Part II, June 24, 1974, *Federal Register*), and revisions thereto as adopted by General Statutes of North Carolina 95-126 through 155.
- i. In the event of emergency affecting the safety of life, the protection of work, or the safety of adjoining properties, the contractor is hereby authorized to act at his own discretion, without further authorization from anyone, to prevent such threatened injury or damage. Any compensation claimed by the contractor on account of such action shall be determined as provided for under Article 13(b).
- j. Any and all costs associated with correcting damage caused to adjacent properties of the construction site or staging area shall be borne by the contractor. These costs shall include but not be limited to flooding, mud, sand, stone, debris, and discharging of waste products.

11. SUBCONTRACTS AND SUBCONTRACTORS

The Contractor is and remains fully responsible for his own acts or omissions as well as those of any subcontractor or of any employee of either. The Contractor agrees that no contractual relationship exists between the subcontractor and the Owner in regard to the contract, and that the subcontractor acts on this work as an agent or employee of the Contractor.

12. CONTRACTOR-SUBCONTRACTOR RELATIONSHIPS

The Contractor agrees that the terms of these Contract Documents shall apply equally to each Subcontractor as to the Contractor, and the Contractor agrees to take such action as may be necessary to bind each Subcontractor to these terms. The Contractor further agrees to conform to the Code of Ethical Conduct as adopted by the Associated General Contractors of America, Inc., with respect to Contractor-Subcontractor relationships. The Owner reserves the right to limit the amount of portions of work to be subcontracted as hereinafter specified.

13. CHANGES IN THE WORK AND CLAIMS FOR EXTRA COST

- a. The owner may have changes made in the work covered by the contract. These changes will not invalidate and will not relieve or release the contractor from any guarantee given by him pertinent to the contract provisions. These changes will not affect the validity of the guarantee bond and will not relieve the surety or sureties of said bond. All extra work shall be executed under conditions of the original contract.
- b. Except in an emergency endangering life or property, no change shall be made by the contractor except upon receipt of approved change order from the designer, countersigned by the owner authorizing such change. No claim for adjustments of the contract price shall be valid unless this

procedure is followed. Should a claim for extra compensation by the contractor be denied by the designer or the owner, the contractor may pursue his claim in accordance with G.S. 143-135.3.

In the event of emergency endangering life or property, the contractor may be directed to proceed on a time and material basis whereupon the contractor shall proceed and keep accurately on such form as specified by the designer or owner, a correct account of costs together with all proper invoices, payrolls and supporting data. Upon completion of the work the change order will be prepared as outlined under either Method "c(1)" or Method "c(2)" or both.

- c. In determining the values of changes, either additive or deductive, contractors are restricted to the use of the following methods:
 - 1. Where the extra work involved is covered by unit prices quoted in the proposal, or subsequently agreed to by the Contractor, Designer, Owner and State Construction Office the value of the change shall be computed by application of unit prices based on quantities, estimated or actual as agreed of the items involved, except in such cases where a quantity exceeds the estimated quantity allowance in the contract by one hundred percent (100%) or more. In such cases, either party may elect to proceed under subparagraph c (2) herein. If neither party elects to proceed under c (2), then unit prices shall apply.
 - 2. The contracting parties shall negotiate and agree upon the equitable value of the change prior to issuance of the change order, and the change order shall stipulate the corresponding lump sum adjustment to the contract price.
- d. Under Paragraph "b" and Methods "c(2)" above, the allowances for overhead and profit combined shall be as follows: all contractors (the single contracting entity (prime), his subcontractors(1st tier subs), or their sub-subcontractors (2nd tier subs, 3rd tier subs, etc.) shall be allowed a maximum of 10% on work they each self-perform; the prime contractor shall be allowed a maximum of 5% on contracted work of his 1st tier sub; 1st tier, 2nd tier, 3rd tier, etc. contractors shall be allowed a maximum of 2.5% on the contracted work of their subs. ; Under Method "c(1)", no additional allowances shall be made for overhead and profit. In the case of deductible change orders, under Method "c(2)" and Paragraph (b) above, the contractor shall include no less than five percent (5%) profit, but no allowances for overhead.
- e. The term "net cost" as used herein shall mean the difference between all proper cost additions and deductions. The "cost" as used herein shall be limited to the following:
 - 1. The actual costs of materials and supplies incorporated or consumed as part of the work;
 - 2. The actual costs of labor expended on the project site; labor expended in coordination, change order negotiation, record document maintenance, shop drawing revision or other tasks necessary to the administration of the project are considered overhead whether they take place in an office or on the project site.
 - 3. The actual costs of labor burden, limited to the costs of social security (FICA) and Medicare/Medicaid taxes; unemployment insurance costs; health/dental/vision insurance premiums; paid employee leave for holidays, vacation, sick leave, and/or petty leave, not to exceed a total of 30 days per year; retirement contributions; worker's compensation insurance premiums; and the costs of general liability insurance when premiums are computed based on payroll amounts; the total of which shall not exceed thirty percent (30%) of the actual costs of labor;
 - 4. The actual costs of rental for tools, excluding hand tools; equipment; machinery; and temporary facilities required for the work;
 - 5. The actual costs of premiums for bonds, insurance, permit fees and sales or use taxes related to the work.

Overtime and extra pay for holidays and weekends may be a cost item only to the extent approved by the owner.

- f. Should concealed conditions be encountered in the performance of the work below grade, or should concealed or unknown conditions in an existing structure be at variance with the conditions indicated by the contract documents, the contract sum and time for completion may be equitably adjusted by change order upon claim by either party made within thirty (30) days after the condition has been identified. The cost of such change shall be arrived at by one of the foregoing methods. All change orders shall be supported by a unit cost breakdown showing method of arriving at net cost as defined above.
- g. Change orders shall be submitted by the contractor in writing to the owner/designer for review and approval. The contractor will provide such proposal and supporting data in suitable format. The designer shall verify correctness. Delay in the processing of the change order due to lack of proper submittal by the contractor of all required supporting data shall not constitute grounds for a time extension or basis of a claim. Within fourteen (14) days after receipt of the contractor's accepted proposal including all supporting documentation required by the designer, the designer shall prepare the change order and forward to the contractor for his signature or otherwise respond, in writing, to the contractor's proposal. Within seven (7) days after receipt of the change order executed by the contractor, the designer shall, certify the change order by his signature, and forward the change order and all supporting data to the owner for the owner's signature. The owner shall execute the change order, within seven (7) days of receipt.

At the time of signing a change order, the contractor shall be required to certify as follows:

"I certify that my bonding company will be notified forthwith that my contract has been changed by the amount of this change order, and that a copy of the approved change order will be mailed upon receipt by me to my surety."

- h. A change order, when issued, shall be full compensation, or credit, for the work included, omitted or substituted. It shall show on its face the adjustment in time for completion of the project as a result of the change in the work.
- i. If, during the progress of the work, the owner requests a change order and the contractor's terms are unacceptable, the owner, may require the contractor to perform such work on a time and material basis whereupon the contractor shall proceed and keep accurately on such form as specified by the Designer or owner, a correct account of cost together with all proper invoices, payrolls and supporting data. Upon completion of the work a change order will be prepared with allowances for overhead and profit per paragraph d. above and "net cost" and "cost" per paragraph e. above. Without prejudice, nothing in this paragraph shall preclude the owner from performing or to have performed that portion of the work requested in the change order.

14. ANNULMENT OF CONTRACT

If the contractor fails to begin the work under the contract within the time specified, or the progress of the work is not maintained on schedule, or the work is not completed within the time specified, or fails to perform the work with sufficient workmen and equipment or with sufficient materials to ensure the prompt completion of said work, or shall perform the work unsuitably or shall discontinue the prosecution of the work, or if the contractor shall become insolvent or be declared bankrupt or commit any act of bankruptcy or insolvency, or allow any final judgment to stand against him unsatisfied for a period of forty-eight (48) hours, or shall make an assignment for the benefit of creditors, or for any other cause whatsoever shall not carry on the work in an acceptable manner, the owner may give notice in writing, sent by certified mail, return receipt requested, to the contractor and his surety (if applicable) of such delay, neglect or default, specifying the same, and if the contractor within a period of seven (7) days after such notice shall not proceed in accordance therewith, then the owner shall, declare this contract in default, and, thereupon, the surety shall promptly take over the work and complete the performance of this contract in the manner and within the time frame specified. In the event the contractor, or the surety (if applicable) shall fail to take over the work to be done under this contract within seven (7) days after being so notified and notify the owner in writing, sent by certified mail, return receipt requested, that he is taking the same over and stating that he will diligently pursue and complete the same, the owner shall have full power and authority, without violating the contract, to take the prosecution of the work out of the hands of said contractor, to appropriate or use any or all

contract materials and equipment on the grounds as may be suitable and acceptable and may enter into an agreement, either by public letting or negotiation, for the completion of said contract according to the terms and provisions thereof or use such other methods as in his opinion shall be required for the completion of said contract in an acceptable manner. All costs and charges incurred by the owner, together with the costs of completing the work under contract, shall be deducted from any monies due or which may become due said contractor and surety (if applicable). In case the expense so incurred by the owner shall be less than the sum which would have been payable under the contract, if it had been completed by said contractor, then the said contractor and surety (if applicable) shall be entitled to receive the difference, but in case such expense shall exceed the sum which would have been payable under the contract, then the contractor and the surety (if applicable) shall be liable and shall pay to the owner the amount of said excess.

15. TERMINATION FOR CONVENIENCE

- a. Owner may at any time and for any reason terminate Contractor's services and work at Owner's convenience, after notification to the contractor in writing via certified mail. Upon receipt of such notice, Contractor shall, unless the notice directs otherwise, immediately discontinue the work and placing of orders for materials, facilities and supplies in connection with the performance of this Agreement.
- b. Upon such termination, Contractor shall be entitled to payment only as follows: (1) the actual cost of the work completed in conformity with this Agreement; plus, (2) such other costs actually incurred by Contractor as approved by Owner; (3) plus ten percent (10%) of the cost of the balance of the work to be completed for overhead and profit. There shall be deducted from such sums as provided in this subparagraph the amount of any payments made to Contractor prior to the date of the termination of this Agreement. Contractor shall not be entitled to any claim or claim of lien against Owner for any additional compensation or damages in the event of such termination and payment.

16. OWNER'S RIGHT TO DO WORK

If, during the progress of the work or during the period of guarantee, the contractor fails to prosecute the work properly or to perform any provision of the contract, the owner, after seven (7) days' written notice sent by certified mail, return receipt requested, to the contractor from the designer, may perform or have performed that portion of the work. The cost of the work may be deducted from any amounts due or to become due to the contractor, such action and cost of same having been first approved by the designer. Should the cost of such action of the owner exceed the amount due or to become due to the contractor, then the contractor or his surety, or both, shall be liable for and shall pay to the owner the amount of said excess.

17. REQUESTS FOR PAYMENT

Contractor shall refer to the Supplemental General Conditions for specific directions on payment schedule, procedures and the name and address where to send applications for payments for this project. It is imperative that invoices be sent only to the above address in order to assure proper and timely delivery and handling.

The Designer/Owner will process all Contractor pay requests as the project progresses. The Contractor shall receive payment within thirty (30) consecutive days after Designer/Owner's approval of each pay request. Payment will only be made for work performed as determined by the Designer/Owner.

Retainage:

- a. Retainage withheld will not exceed 5% at any time.
- b. The same terms apply to general contractor and subcontractors alike.
- c. Following 50% completion of the project no further retainage will be withheld if the contractor/subcontractor has performed their work satisfactorily.
- d. Exceptions:
 - 1. Owner/Contractor can reinstate retainage if the contractor/subcontractor does not continue to perform satisfactorily.

2. Following 50% completion of the project, the owner is authorized to withhold additional retainage from a subsequent periodic payment if the amount of retainage withheld falls below 2.6%.

Final payment will be made within forty-five (45) consecutive days after acceptance of the work, receipt of marked-up "as-built" drawings and specifications and the submission both of notarized Contractor's affidavit and final pay request. All pay requests shall be submitted to the Designer/Owner for approval.

THE CONTRACTOR'S FINAL PAYMENT AFFIDAVIT SHALL STATE: "THIS IS TO CERTIFY THAT ALL COSTS OF MATERIALS, EQUIPMENT, LABOR, SUBCONTRACTED WORK, AND ALL ELSE ENTERING INTO THE ACCOMPLISHMENT OF THIS CONTRACT, INCLUDING PAYROLLS, HAVE BEEN PAID IN FULL."

18. PAYMENTS WITHHELD

The designer with the approval of the Owner may withhold payment for the following reasons:

- a. Faulty work not corrected.
- b. The unpaid balance on the contract is insufficient to complete the work in the judgment of the designer.
- c. To provide for sufficient contract balance to cover liquidated damages that will be assessed.
- d. The secretary of the Department of Administration may authorize the withholding of payment for the following reasons:
 - i. Claims filed against the contractor or evidence that a claim will be filed.
 - ii. Evidence that subcontractors have not been paid.

When grounds for withholding payments have been removed, payment will be released. Delay of payment due the contractor without cause will make owner liable for payment of interest to the contractor as provided in G.S. 143-134.1. As provided in G.S. 143-134.1(e), the owner shall not be liable for interest on payments withheld by the owner for unsatisfactory job progress, defective construction not remedied, disputed work, or third-party claims filed against the owner or reasonable evidence that a third-party claim will be filed.

19. MINIMUM INSURANCE REQUIREMENTS

The work under this contract shall not commence until the contractor has obtained all required insurance and verifying certificates of insurance have been approved in writing by the owner. These certificates shall document that coverages afforded under the policies will not be cancelled, reduced in amount or coverages eliminated until at least thirty (30) days after mailing written notice, by certified mail, return receipt requested, to the insured and the owner of such alteration or cancellation. If endorsements are needed to comply with the notification or other requirements of this article copies of the endorsements shall be submitted with the certificates.

a. Worker's Compensation and Employer's Liability

The contractor shall provide and maintain, until final acceptance, workmen's compensation insurance, as required by law, as well as employer's liability coverage with minimum limits of \$100,000.

b. Public Liability and Property Damage

The contractor shall provide and maintain, until final acceptance, comprehensive general liability insurance, including coverage for premises operations, independent contractors, completed operations, products and contractual exposures, as shall protect such contractors from claims arising out of any bodily injury, including accidental death, as well as from claims for property

damages which may arise from operations under this contract, whether such operations be by the contractor or by any subcontractor, or by anyone directly or indirectly employed by either of them and the minimum limits of such insurance shall be as follows:

Bodily Injury:	\$500,000 per occurrence
Property Damage:	\$100,000 per occurrence / \$300,000 aggregate

In lieu of limits listed above, a \$500,000 combined single limit shall satisfy both conditions.

Such coverage for completed operations must be maintained for at least two (2) years following final acceptance of the work performed under the contract.

c. Property Insurance (Builder's Risk/Installation Floater)

The contractor shall purchase and maintain property insurance until final acceptance, upon the entire work at the site to the full insurable value thereof. This insurance shall include the interests of the owner, the contractor, the subcontractors and sub-subcontractors in the work and shall insure against the perils of fire, wind, rain, flood, extended coverage, and vandalism and malicious mischief. If the owner is damaged by failure of the contractor to purchase or maintain such insurance, then the contractor shall bear all reasonable costs properly attributable thereto; the contractor shall effect and maintain similar property insurance on portions of the work stored off the site when request for payment per articles so includes such portions.

d. Deductible

Any deductible, if applicable to loss covered by insurance provided, is to be borne by the contractor.

e. Other Insurance

The contractor shall obtain such additional insurance as may be required by the owner or by the General Statutes of North Carolina including motor vehicle insurance, in amounts not less than the statutory limits.

f. Proof of Carriage

The contractor shall furnish the owner with satisfactory proof of carriage of the insurance required before written approval is granted by the owner.

20. ASSIGNMENT

No assignment of the Contractor's obligations or the Contractor's right to receive payment hereunder shall be permitted. However, upon written request approved by the Owner and solely as a convenience to the Contractor, the Owner may: (1) forward the Contractor's payment check directly to any person or entity designated by the Contractor, and (2) include any person or entity designated by Contractor as a joint payee on the Contractor's payment check. In no event shall such approval and action obligate the Owner to anyone other than the Contractor, and the Contractor shall remain responsible for fulfillment of all contract obligations.

21. CLEANING UP AND RESTORATION OF SITE

The Contractor shall ~~keep the sites and surrounding area reasonably free from rubbish at all times~~ and shall remove debris from the site from time to time or when directed to do so by the Owner. Before final inspection and acceptance of the project, the Contractor shall thoroughly clean the sites, and completely prepare the project and site for use by the Owner.

At the end of construction, the contractor shall oversee and implement the restoration of the construction site to its original state. Restoration includes but not limited to walks, drives, lawns, trees and shrubs, corridors, stairs and other elements shall be repaired, cleaned or otherwise restored to their original state.

22. GUARANTEE

The contractor shall unconditionally guarantee materials and workmanship against patent defects arising from faulty materials, faulty workmanship or negligence for a period of twelve (12) months following the final acceptance of the work and shall replace such defective materials or workmanship without cost to the owner.

Where items of equipment or material carry a manufacturer's warranty for any period in excess of twelve (12) months, then the manufacturer's warranty shall apply for that particular piece of equipment or material. The contractor shall replace such defective equipment or materials, without cost to the owner, within the manufacturer's warranty period.

Additionally, the owner may bring an action for latent defects caused by the negligence of the contractor, which is hidden or not readily apparent to the owner at the time of beneficial occupancy or final acceptance, whichever occurred first, in accordance with applicable law.

Guarantees for roofing workmanship and materials shall be stipulated in the specifications sections governing such roof, equipment, materials, or supplies.

23. STANDARDS

All manufactured items and/or fabricated assemblies subject to operation under pressure, operation by connection to an electric source, or operation involving a connection to a manufactured, natural, or LP gas source shall be constructed and approved in a manner acceptable to the appropriate State inspector which customarily requires the label or re-examination listing or identification marking of appropriate safety standard organization, such as the American Society of Mechanical Engineers for pressure vessels; the Underwriters Laboratories and/or National Electrical Manufacturers Association for electrically operated assemblies; or the American Gas Association for gas operated assemblies, where such approvals of listings have been established for the type of device offered and furnished. Further, all items furnished shall meet all requirements of the Occupational Safety and Health Act (OSHA), and State and federal requirements relating to clean air and water pollution.

All equipment and products must be independent third party tested and labeled (UL, FM, or CTS) before final connections to Owner services or utilities.

24. TAXES

- a. Federal excise taxes do not apply to materials entering into state work (Internal Revenue Code, Section 3442(3)).
- b. Federal transportation taxes do not apply to materials entering into state work (Internal Revenue Code, Section 3475(b) as amended).
- c. North Carolina sales tax and use tax, as required by law, do apply to materials entering into state work and such costs shall be included in the bid proposal and contract sum.
- d. Local option sales and use taxes, as required by law, do apply to materials entering into state work as applicable and such costs shall be included in the bid proposal and contract sum.
- e. **Accounting Procedures for Refund of County Sales & Use Tax**

Amount of county sales and use tax paid per contractor's statements:

Contractors performing contracts for state agencies shall give the state agency for whose project the property was purchased a signed statement containing the information listed in G.S. 105-164.14(e).

The Department of Revenue has agreed that in lieu of obtaining copies of sales receipts from contractors, an agency may obtain a certified statement as of April 1, 1991 from the contractor setting forth the date, the type of property and the cost of the property purchased from each vendor, the county in which the vendor made the sale and the amount of local sales and use taxes paid thereon. If the property was purchased out-of-state, the county in which the property was

delivered should be listed. The contractor should also be notified that the certified statement may be subject to audit.

In the event the contractors make several purchases from the same vendor, such certified statement must indicate the invoice numbers, the inclusive dates of the invoices, the total amount of the invoices, the counties, and the county sales and use taxes paid thereon.

Name of taxing county: The position of a sale is the retailer's place of business located within a taxing county where the vendor becomes contractually obligated to make the sale. Therefore, it is important that the county tax be reported for the county of sale rather than the county of use.

When property is purchased from out-of-state vendors and the county tax is charged, the county should be identified where delivery is made when reporting the county tax.

Such statement must also include the cost of any tangible personal property withdrawn from the contractor's warehouse stock and the amount of county sales or use tax paid thereon by the contractor.

Similar certified statements by his subcontractors must be obtained by the general contractor and furnished to the claimant.

Contractors are not to include any tax paid on supplies, tools and equipment which they use to perform their contracts and should include only those building materials, supplies, fixtures and equipment which actually become a part of or annexed to the building or structure.

25. EQUAL OPPORTUNITY CLAUSE

The non-discrimination clause contained in Section 202 (Federal) Executive Order 11246, as amended by Executive Order 11375, relative to equal employment opportunity for all persons without regard to race, color, religion, sex or national origin, and the implementing rules and regulations prescribed by the secretary of Labor, are incorporated herein.

The contractor(s) agree not to discriminate against any employee or applicant for employment because of physical or mental disabilities in regard to any position for which the employee or applicant is qualified. The contractor agrees to take affirmative action to employ, advance in employment and otherwise treat qualified individuals with such disabilities without discrimination based upon their physical or mental disability in all employment practices.

26. MINORITY BUSINESS PARTICIPATION

GS 143-128.2 establishes a ten percent (10%) goal for participation by minority business in total value of work for each State building project.

For construction contracts with a value of less than \$300,000, the Owner has the responsibility to make a good faith effort to solicit minority bids and to attain the goal. The contractor shall include with his bid a completed Identification of HUB Certified/Minority Business Participation form. Contractor shall submit completed Appendix E MBE Documentation for Contract Payments form with final payment request.

For construction contracts with a value of \$300,000 or greater, the contractor shall comply with the document *Guidelines for Recruitment and Selection of Minority Businesses for Participation in State Construction Contracts* including Identification of Minority Business Participation, Affidavits A, B, C, and D, and Appendix E. These forms provided herein are hereby incorporated and made a part of this contract.

27. ACCESS TO PERSONS AND RECORDS

The State Auditor shall have access to persons and records as a result of all contracts or grants entered into by the Owner in accordance with General Statute 147-64.7. The Owner's internal auditors shall also have the right to access and copy the Contractor's records relating to the Contract and Project during the term of the Contract and within two years following the completion of the Project/close-out of the Contract to verify accounts, accuracy, information, calculations and/or data affecting and/or relating to Contractor's requests for payment, requests for

change orders, change orders, claims for extra work, requests for time extensions and related claims for delay/extended general conditions costs, claims for lost productivity, claims for lost efficiency, claims for idle equipment or labor, claims for price/cost escalation, pass-through claims of subcontractors and/or suppliers, and/or any other type of claim for payment or damages from Owner and/or its project representatives.

28. GOVERNING LAWS

This contract is made under and shall be governed by and construed in accordance with the laws of the State of North Carolina. The Contractor shall comply with all applicable federal, State and local laws, statutes, ordinances and regulations including, but not limited to, the Omnibus Transportation Act of 1991 and its implementing regulations.

29. CONTRACTOR EVALUATION

The contractor's overall work performance on the project shall be fairly evaluated in accordance with the State Building Commission policy and procedures, for determining qualifications to bid on future State projects. In addition to final evaluation, an interim evaluation may be prepared during the progress of project. The owner may request the contractor's comments to evaluate the designer.

SUPPLEMENTARY GENERAL CONDITIONS

TIME OF COMPLETION

The Contractor shall commence work to be performed under this Contract on a date to be specified in written order from the Designer/Owner and shall fully complete all work hereunder within (_____) consecutive calendar days from the Notice to Proceed (**Owner may elect to insert here a specific completion date in lieu of a specific number of calendar days**). For each day in excess of the above number of days, the Contractor shall pay the Owner the amount of _____ Dollars (\$ _____) as liquidated damages reasonably estimated in advance to cover the losses to be incurred by the Owner should the Contractor fail to complete the Work within the time specified.

If the Contractor is delayed at anytime in the progress of his work by any act or negligence of the Owner, his employees or his separate contractor, by changes ordered in the work; by abnormal weather conditions; by any causes beyond the Contractor's control or by other causes deemed justifiable by Owner, then the contract time may be reasonably extended in a written order from the Owner upon written request from the contractor within ten days following the cause for delay. Time extensions for weather delays, acts of God, labor disputes, fire, delays in transportation, unavoidable casualties or other delays which are beyond the control of the Owner do not entitle the Contractor to compensable damages for delays. Any contractor claim for compensable damages for delays is limited to delays caused solely by the owner or its agents.

NOTE:

The following is a listing of several possible additions and clarifications that may occasionally occur as a Supplementary General Conditions (SGC) of the project. It is the owner/designer's responsibility to ascertain what applies to this project and delete/edit this SGC accordingly.

CONSTRUCTION SCHEDULE:

Owner to insert specific schedule requirements.

PAYMENTS

Owner to insert specific information regarding payments (number of payments, invoice format, where to send invoices, for example).

ROOFING GUARANTEE _(IF APPLICABLE, USE THE FOLLOWING TEXT)

The following paragraph is hereby added and shall become a part of the Guarantee of the General Conditions of the Contract. The substitution of an equal or longer term manufacturer's warranty in lieu of this requirement will not be accepted.

The Roofing Contractor shall warrant the materials and workmanship of the roofing system against leakage and against defects due to faulty materials, workmanship and contract negligence for a period of two (2) years following acceptance of the project by the Owner.*

The Roofing System Manufacturer shall inspect the installation and warrant the materials and workmanship of the roofing system against leakage for a minimum period of ten (10) years following acceptance of the project by the Owner.

UTILITIES

Owner may provide certain utilities such as power or water with connections and extensions by the Contractor. Use of existing toilets, parking, access, etc. may be described.

SECURITY

Some state schools and correctional facilities have specific rules and requirements relative to security, storage, etc.

USE OF SITE

May be restricted. Work hours may be limited. Parking permits may be required.

ALTERNATE BIDS

Should be used to control project costs. Base bid 90% of budget with add alternates to 110% of budget makes contract award possible without negotiation.

UNIT PRICES

For unknown conditions or amounts of work. Always provide and estimated amount for inclusion in the Base Bid then a unit price to adjust the actual amount up or down.

NO SMOKING POLICY

Owner to insert specific language

SUSTAINABILITY

Owner to insert specific requirements.

FIRE ALARM WORK

Contractor for fire alarms shall be approved by Design and Construction Services Department prior to beginning work.

PERFORMANCE AND PAYMENT BONDS (IF REQUIRED BY OWNER, USE THIS TEXT)

Contractor shall furnish a Performance Bond and Payment Bond executed by a surety company authorized to do business in North Carolina. The bonds shall be in the full contract amount. Bonds shall be executed in the form bound with these specifications (Forms 307 & 308). An authorized agent of the bonding company who is licensed to do business in North Carolina shall countersign all bonds.


MINORITY BUSINESS PARTICIPATION

Owner to insert specific additional requirements.

TECHNICAL SPECIFICATIONS
SHOULD FOLLOW THE SUPPLEMENTARY GENERAL CONDITIONS.



Application for Payment Construction forms used

- AIA Forms: G702 Application and Certificate for Payment: Serves as the request for payment by the contractor and includes a certification by the architect to determine whether payment is approved.
 - An application for payment provides both the owner and the contractor with a method of controlling what items or materials have been provided by the contractor and work completed.
- 

APPENDIX E

MBE DOCUMENTATION FOR CONTRACT PAYMENTS

Prime Contractor/Architect: _____

Address & Phone: _____

Project Name: _____

SCO Project ID: _____

Pay Application #: _____ Period: _____

The following is a list of payments made to Minority Business Enterprises on this project for the above-mentioned period.

MBE FIRM NAME	* TYPE OF MBE	AMOUNT PAID THIS MONTH (With This Pay App)	TOTAL PAYMENTS TO DATE	TOTAL AMOUNT COMMITTED

*Minority categories: Black (B), Hispanic (H), Asian American (AA), American Indian (AI), White Female (WF), Socially and Economically Disadvantaged (SED)

Approved/Certified By:

Name Title

Date Signature

SUBMIT WITH EACH PAY REQUEST - FINAL PAYMENT - FINAL REPORT

APPENDIX E

MBE DOCUMENTATION FOR CONTRACT PAYMENTS

Prime Contractor/Architect: Carmel Contractors

Address & Phone: 8030 England Street, Charlotte, NC 28273 (704) 552-2338

Project Name: Western Piedmont Community College, Building H Renovation

SCO Project ID: SCO #16-15908-01A

Pay Application #: Eight Period: September 24, 2019 -- November 15, 2019

The following is a list of payments made to Minority Business Enterprises on this project for the above-mentioned period.

MBE FIRM NAME	* TYPE OF MBE	AMOUNT PAID THIS MONTH (With This Pay App)	TOTAL PAYMENTS TO DATE	TOTAL AMOUNT COMMITTED
Bernard Irby Electric	B		\$318,614.00	\$318,614.00
Structural Steel of the Carolinas	F		\$65,949.00	\$65,949.00
AOA Signs	F/D		\$5,625.00	\$5,625.00
USA Waterproofing	H		\$3,026.00	\$3,026.00

*Minority categories: Black (B), Hispanic (H), Asian American (AA), American Indian (AI), White Female (WF), Socially and Economically Disadvantaged (SED)

Approved/Certified By:

Doyle Roach _____
Name Title

November 15, 2019 _____
Date Signature

SUBMIT WITH EACH PAY REQUEST - FINAL PAYMENT - FINAL REPORT

Attached please find Carmel Contractors, Inc. FINAL Application for Payment #8 in the amount of \$96,514.62.

Attached also is the Contractor's Appendix E/MBE and tax documentation.

We have received all necessary closeout paperwork, warranties, and lien waivers from the Contractor. Based upon our review of the application and our recent site visits, we recommend payment of the submitted amount.

1481 WEST MOREHEAD STREET, SUITE 126
CHARLOTTE, NC 28204
(704) 363-8890 FAX (704) 362-7100

Administrative Services/Chief Financial Officer
Western Piedmont Community College
1000 Burkemont Ave
Morganton, NC 28655

RE: Western Piedmont Community College - Building H Renovations
ID#: 16-15908-01A

Dear Ms. Hoilman;

Attached please find Carmel Contractors, Inc. FINAL Application for Payment #8 in the amount of \$96,514.62.

Attached also is the Contractor's Appendix E/MBE and tax documentation.

We have received all necessary closeout paperwork, warranties, and lien waivers from the Contractor. Based upon our review of the application and our recent site visits, we recommend payment of the submitted amount.

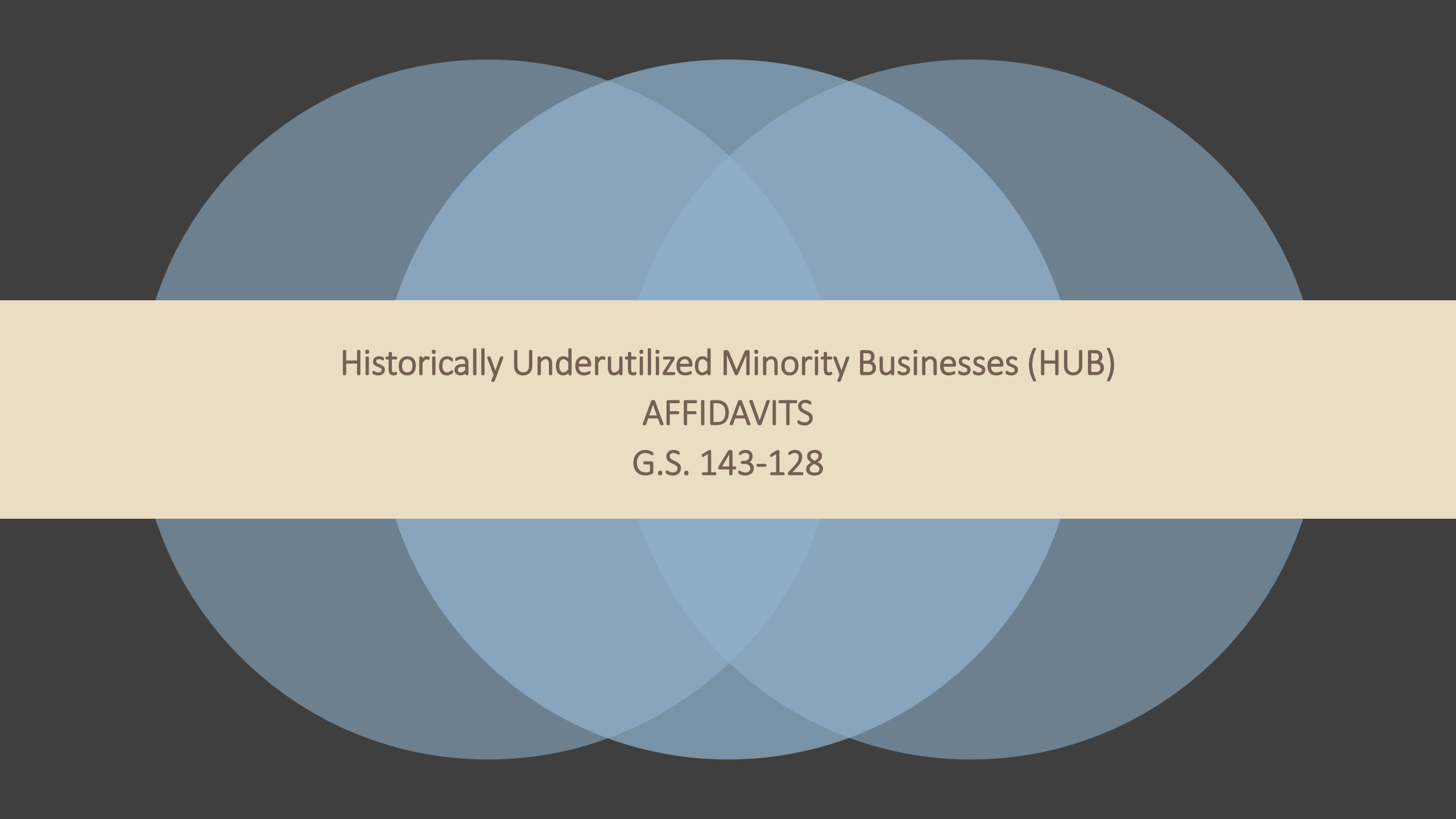
Very truly yours,

MORRIS-BERG ARCHITECTS, INC.


Rich Hinkelman, AAIA

Ends.

cc: Mr. Doyle Roach - Carmel Contractors, Inc.
Mr. Steven Lipke - NC State Construction Office.



Historically Underutilized Minority Businesses (HUB)
AFFIDAVITS
G.S. 143-128

State of North Carolina --AFFIDAVIT B-- Intent to Perform Contract with Own Workforce.

County of _____

Affidavit of _____
(Name of Bidder)

I hereby certify that it is our intent to perform 100% of the work required for the _____ contract.
(Name of Project)

In making this certification, the Bidder states that the Bidder does not customarily subcontract elements of this type project, and normally performs and has the capability to perform and will perform all elements of the work on this project with his/her own current work forces; and

The Bidder agrees to provide any additional information or documentation requested by the owner in support of the above statement. The Bidder agrees to make a Good Faith Effort to utilize minority suppliers where possible.

The undersigned hereby certifies that he or she has read this certification and is authorized to bind the Bidder to the commitments herein contained.

Date: _____ Name of Authorized Officer: _____

Signature: _____

Title: _____



State of _____ County of _____

Subscribed and sworn to before me this _____ day of _____ 20__

Notary Public _____

My commission expires _____

State of North Carolina - AFFIDAVIT C - Portion of the Work to be Performed by HUB Certified/Minority Businesses

County of _____

(Note this form is to be submitted only by the apparent lowest responsible, responsive bidder.)

If the portion of the work to be executed by HUB certified/minority businesses as defined in GS143-128.2(g) and 128.4(a),(b),(e) is equal to or greater than 10% of the bidders total contract price, then the bidder must complete this affidavit. This affidavit shall be provided by the apparent lowest responsible, responsive bidder within 72 hours after notification of being low bidder.

Affidavit of _____ I do hereby certify that on the _____
(Name of Bidder)

Project ID# _____ Amount of Bid \$ _____
(Project Name)

I will expend a minimum of _____ % of the total dollar amount of the contract with minority business enterprises. Minority businesses will be employed as construction subcontractors, vendors, suppliers or providers of professional services. Such work will be subcontracted to the following firms listed below. Attach additional sheets if required

Name and Phone Number	*Minority Category	**HUB Certified Y/N	Work Description	Dollar Value

*Minority categories: Black, African American (B), Hispanic (H), Asian American (A) American Indian (I), Female (F) Socially and Economically Disadvantaged (D)

** HUB Certification with the state HUB Office required to be counted toward state participation goals.

Pursuant to GS143-128.2(d), the undersigned will enter into a formal agreement with Minority Firms for work listed in this schedule conditional upon execution of a contract with the Owner. Failure to fulfill this commitment may constitute a breach of the contract.

The undersigned hereby certifies that he or she has read the terms of this commitment and is authorized to bind the bidder to the commitment herein set forth.

Date: _____ Name of Authorized Officer: _____

Signature: _____

Title: _____



State of _____ County of _____

Subscribed and sworn to before me this _____ day of _____ 20__

Notary Public _____

My commission expires _____

State of North Carolina AFFIDAVIT D – Good Faith Efforts

County of _____
 (Note this form is to be submitted only by the apparent lowest responsible, responsive bidder.)

If the goal of 10% participation by HUB Certified/ minority business is not achieved, the Bidder shall provide the following documentation to the Owner of his good faith efforts:

Affidavit of _____ I do hereby certify that on the _____
 (Name of Bidder)

Project ID# _____ (Project Name) Amount of Bid \$ _____

I will expend a minimum of _____% of the total dollar amount of the contract with HUB certified/ minority business enterprises. Minority businesses will be employed as construction subcontractors, vendors, suppliers or providers of professional services. Such work will be subcontracted to the following firms listed below. (Attach additional sheets if required)

Name and Phone Number	*Minority Category	**HUB Certified Y/N	Work Description	Dollar Value

*Minority categories: Black, African American (B), Hispanic (H), Asian American (A) American Indian (I), Female (F) Socially and Economically Disadvantaged (D)

** HUB Certification with the state HUB Office required to be counted toward state participation goals.

Examples of documentation that may be required to demonstrate the Bidder's good faith efforts to meet the goals set forth in these provisions include, but are not necessarily limited to, the following:

- A. Copies of solicitations for quotes to at least three (3) minority business firms from the source list provided by the State for each subcontract to be let under this contract (if 3 or more firms are shown on the source list). Each solicitation shall contain a specific description of the work to be subcontracted, location where bid documents can be reviewed, representative of the Prime Bidder to contact, and location, date and time when quotes must be received.
- B. Copies of quotes or responses received from each firm responding to the solicitation.
- C. A telephone log of follow-up calls to each firm sent a solicitation.
- D. For subcontracts where a minority business firm is not considered the lowest responsible sub-bidder, copies of quotes received from all firms submitting quotes for that particular subcontract.
- E. Documentation of any contacts or correspondence to minority business, community, or contractor organizations used attempted to meet the goal.
- F. Copy of pre-bid roster
- G. Letter documenting efforts to assist assist in obtaining required bonding or insurance for minority business.
- H. Letter detailing reasons for rejection of minority business due to lack of qualification.
- I. Letter documenting proposed assistance offered to minority business in need of equipment, loan capital, lines of credit, or joint pay agreements to secure loans, supplies, or letter of credit, including waiving credit that is ordinarily required.

Failure to provide the documentation as listed in these provisions may result in rejection of the bid and award to the next lowest responsible and responsive bidder.

Pursuant to GS143-128.2(d), the undersigned will enter into a formal agreement with Minority Firms for work listed in this schedule conditional upon execution of a contract with the Owner. Failure to fulfill this commitment may constitute a breach of the contract.

The undersigned hereby certifies that he or she has read the terms of this commitment and is authorized to bind the bidder to the commitment herein set forth.

Date: _____ Name of Authorized Officer: _____

Signature: _____

Title: _____



State of _____, County of _____

Subscribed and sworn to before me this _____ day of _____ 20____

Notary Public _____

My commission expires _____

Interscope
Presentation –
Program tab,
“HUB Participation
– Only” Projects



North Carolina Community Colleges / Creating Success - Website

<https://www.nccommunitycolleges.edu/>

State Board / Meeting / Finance tab / Construction and Property agenda

State Board of Community Colleges Code (SBCCC)

For Colleges / Construction / Capital Improvement

Capital Improvement Guide, forms, instructions, overmatch, etc.

State Construction Website <https://ncadmin.nc.gov/businesses/construction>

- Interscope / Accessing Interscope / Training Dates
- Construction Manual
- Documents and Permits / Forms and Documents
- Emergency Projects / Community College System
Located toward the bottom of the page.
- Staff Listing – State Construction Office Staff Listing

Community Colleges Laws of North Carolina 115D

<https://ncleg.gov/Search/GeneralStatutes>

Chapter "115D," Search Text "Community Colleges," Results type "Return Chapters."

Thank You



